

June 2018
Wheels

UR
UNITED ROAD
TRANSPORT UNION
TU



LEARNING SPECIAL

PLUS: **GDPR Guide**



**URTU MEMBER RICHARD BARNES WINS
MICROLISE DRIVER OF THE YEAR 2018**

GENERAL SECRETARY

Driver CPC

The 'Letters' pages of our Journal (pages 12/13) carry a letter in this edition which highlights the concerns of its author, regarding their recent attendance on a course relating to what they term "..... the so called DCPC training"

I confess to sharing some of the concerns outlined in the letter, having recently attended a seven hour DCPC course offered by a relatively high profile provider. Having had to sit through seven hours with a tutor reading the content of approximately two hundred and fifty 'powerpoint' slides projected onto a screen that you could read for yourself was enough to convince any attendee that the stresses and strains of being out on the road simply 'melt away' when confronted with this mind numbing 'torture'!! I could not help but think that the sole purpose of the 'lost' seven hours of my life was simply to 'tick a box', as far as the current law was concerned. Perhaps next March, following the exit of the United Kingdom from the European Union ('EU'), the Department for

Transport will introduce a more meaningful way of measuring professional drivers on-going competencies. Then again I'm not holding my breath!

TUC March and Rally

Our Journal reports on the TUC's National March and Rally (page 10) which took place on 12 May 2018 in London. As one of the attendees, amongst the tens of thousands of people who joined the March and Rally, I want to express my 'thanks' to our Union's members who took the time, in what turned out to be poor weather, to show their 'solidarity' with fellow protesters and marchers. Despite the weather, particularly at the Rally, the 'URTU' presence was very vocal!

Project Workers

You can read in this edition of 'Wheels' (page 20/21) about the recent appointments of two new 'Project

Workers' to our Union's 'learning team'. Agnieszka Zamonski and Simon Walker both join the team with impeccable credentials for their respective positions. I am sure I echo your thoughts in wishing them both every success in their new roles. Having recently been a part of a recruitment exercise that sought to highlight the benefits of the learning agenda as an intrinsic element of trades union membership, Agnieszka's background proved invaluable in ensuring that our Union's 'offering' was understood and that the exercise was a success.

Scottish TUC 2018 Annual Congress

During April I attended the Scottish TUC 2018 Annual Congress in Aviemore. I was accompanied as a delegate on this occasion by Brian Hart, National Officer, and Eric Drinkwater, Vice President. It was a successful Congress for our Union's delegation, with a great deal of work, on behalf of our Scottish members, being undertaken over the three days of the Congress. The delegation even had time to 'drop by' the 'LGBT' National Gathering in Dumfries, on its way to Aviemore, to offer solidarity 'greetings' from our Union.

Until next time ... drive safely.



Brian (on the left) and Eric in Dumfries



Bob Monks
General Secretary

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All the very latest from URTU to keep you well informed and up to date

In the News

URTU LEARNING CONFERENCE



The date is 2018 Learning Conference... The event was held at the De Vere Oxford... The conference was a great success... The day was filled with interesting... The speakers were all experts in their... The conference was a great success... The day was filled with interesting... The speakers were all experts in their... The conference was a great success... The day was filled with interesting... The speakers were all experts in their...

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GENERAL DATA PROTECTION REGULATION (GDPR)

Guidance to URTU Branch Representatives



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By Judith Swift, URTU L&R Project Worker

Learning Advice

ESOL LEARNING What Is It?



ESOL stands for English for Speakers of Other Languages and ESOL courses offer... ESOL Learning Challenges... ESOL Learning Levels... ESOL Learning Hours... ESOL Learning Hours... ESOL Learning Hours...



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In the News

GDPR IS HERE

WHAT IS GDPR?

You may have heard recently about The General Data Protection Regulation (otherwise known as GDPR). You might wonder what it is, whether it affects you and what you have to do.

BACKGROUND

The Data Protection Laws changed in the UK and EU on 25 May. The last significant legislation was the Data Protection Act 1998. A change is therefore long overdue.

We've all had those unsolicited calls and emails from companies about PPI, accidents we have been told we've had, and from people trying to sell us their products. GDPR has been put in place to reduce such unwanted intrusion in future. It will no longer be possible for companies to sell your data to third parties without your consent.

WHAT DOES IT MEAN FOR YOU?

If you don't process personal data on a day to day basis, you should have few significant concerns. If you do process personal data as part of your employment, your employer should guide you. If you are a Branch Representative of our Union, we have provided a separate pull out guide with this magazine to assist you. Much of what you did before will be unchanged, but it is always useful to revisit what we do in the light of the new regulations.

There will be small changes to our Union's application forms for membership, which will affect new members. Our Union's Privacy Policy has been updated. New members are now required to opt in to having their personal data processed, as opposed to being required to opt out in the past. As a member's personal data is processed and held for the purpose of 'legitimate trade union activities', any new member would be opting in to that and its use as part of the benefits conferred by membership of our Union.

We would require your separate consent for processing your personal data for anything which does not relate to trade union activities, such as marketing your data to third parties. We do not send your data on to third parties anyway. We only forward your data as part of 'legitimate trade union activities'.

We are not required by the regulation to retrospectively re-issue membership applications.



What URTU is doing about GDPR?

It is crucial the United Road Transport Union (URTU) is trusted to securely hold and process the data that you, our employees, members, partners and suppliers give us.

As a result of the General Data Protection Regulation (GDPR), URTU are making a host of technical, organisational, contractual and processed changes to ensure that we meet the requirements of the new regulation.

We have been undertaking an assessment of our organisation, which has identified some issues and provided a set of recommendations. We are now in the process of implementing:

- Updating our processes, policies and documentation.
- Further investment in our security infrastructure.
- Assessing our suppliers to ensure that they can process our data appropriately.
- A plan to support the work of the Union throughout our structures.

Below are some of the steps being undertaken in partnership with the independent assessment to ensure the highest levels of scrutiny and attention are applied to the process of becoming compliant and protecting all our data.

- Staff Guidance.
- Training.
- Branch Guidance.
- Exploring new ways to deliver technology to branches.
- Policy development.
- Seeking and implementing necessary legal guidance.

In the run up to 25 May 2018, we raised awareness of the GDPR throughout our organisation.

All our staff have gone through GDPR training sessions, tailored to the work of the union. This included overviews of our new data protection policy and oversight of our privacy notices.

DELIVERING APPRENTICESHIPS INTO XPO LOGISTICS

Over the last 18 months, Free2Learn have worked with URTU to deliver Apprenticeships into XPO Logistics at their Weetabix site in Burton Latimer, Northamptonshire. This particular XPO site is responsible for the distribution of all Weetabix products (including Alpen, Weetos and Ready Brek) on a global scale. The site is a hive of activity with logistics deadlines to achieve on an almost hourly basis to ensure



that each one of the three billion Weetabix manufactured each year are distributed in line with targets.

In total, there have been approximately 50 Apprentices studying across a range of qualification sectors and levels.

In March, there was a presentation of certificates to those who successfully achieved their Apprenticeship.

John Cusworth from Free2Learn attended with URTU Learning Project Worker, Simon Walker, to award the certificates to successful learners. There was also a very special presentation for Anthony Parker who completed his Team Leading Apprenticeship. Sadly, Anthony tragically passed away before the certificate could be presented to him, so a very special award was made to Hayden, his five year old son.

Hayden, who attended with his mother Stacey, was granted permission to access the site to collect the certificate on behalf of his late father.

John Cusworth said;

"It was a very emotional day for the family, particularly as our site contact, Kenny Wignall, is grandfather to Hayden and father-in-law to Anthony. It was also a very proud moment for the family, which I'm pleased Free2Learn were a part of."

John also commented;

"Credit must also be given to all the other learners who completed their Apprenticeships. The journey has had its challenges throughout but everybody persevered and put the effort in to successfully complete. I'd like to congratulate

everybody on their individual achievements. A special thanks must also go to Kenny Wignall who has continued to drive the project forward with positive energy, particularly during periods when he had a lot to contend with outside of work."

Simon Walker said;

"This is a great achievement in a number of ways. A personal achievement for those learners who successfully completed the apprenticeships for which they deserve all of our congratulations. It is also an achievement for Kenny, the ULR. Without his hard work and dedication this would not have happened. It also shows what can be achieved by the right partnership in this case involving URTU, Free2Learn and XPO Logistics. This demonstrates that when we work together we can achieve for everyone."

Kenny Wignall, the site Union Learning Representative said;

"I want to congratulate everybody on achieving their individual goals and it has been my honour to support all of my colleagues on their learning journey. I would like to take this opportunity to thank everybody involved in the Learning Project to date, especially John Cusworth, who has helped to keep me grounded when things weren't always going as planned. We have had a few hiccups along the way but we have ridden the waves and have come out the other end as stronger characters."

"I also want to give a special thank you to my management team and especially Graham

Jones for negotiating with the customer, Weetabix, and allowing my grandson Hayden to come on site to collect his late father's Team Leading qualification. I know Anthony would have been very proud of how Hayden conducted himself as he was very brave to step up for his dad and collect the award on his behalf. Hayden will be sharing this moment with his sister Isabel when she is old enough to understand, as she is only two years old."



Hayden Parker with his mother, Stacey

In the News

BRITAIN'S 17-YEAR REAL WAGE SQUEEZE WILL BE THE WORST IN MODERN HISTORY

UK workers are suffering the longest squeeze on real wages in modern history, new union analysis has revealed. A decade on from the financial crisis, real wages are still worth £24 a week less than in 2008 and they are not forecast to return to their pre-crash level until 2025. By this point real wages will have been in decline for 17 years.

The current period of wage stagnation is the worst for two centuries. Not since the beginning of the 18th century has it taken so long for real wages to recover from a slump. Union research compared the current wage squeeze with every major earnings crisis over the past 200 years. Even during the Great Depression era and revival from the Second World War real wages recovered more quickly.

Union analysis estimates that, as a result of pay not keeping pace with the cost of living, by 2025 the average worker will have lost out on around £18,500 in real earnings. This will be the biggest relative real wage loss since Lord Nelson roamed the seas, dwarfing anything seen over the last century. Real wages increased by 27% in the decade before the 1998 financial crisis. However, in the decade since they have fallen by 4%.



NEW URTU APPLICATION & PERSONAL INJURY FORMS

Due to the new General Data Protection Regulation (GDPR) we have made changes to both our URTU Membership Application and Personal Injury forms.

Please ensure you destroy all previous Membership Application and Personal Injury forms.

You can see if you have the new Membership Application form as it contains a CONSENT paragraph that was not included on previous forms.

There is a copy of the new Membership Application form on the back page of this issue of Wheels and on your Union's website, www.urtu.com. If you would like a supply of the new application forms to hand out to potential members or a Personal Injury form, please contact URTU Head Office on FREEPHONE 0800 52 66 39 or email info@urtu.com.

CONSENT paragraph is included on new URTU Membership Application form

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UR
UNITED ROAD TRANSPORT UNION

Application for Membership

Title First Name(s) Surname

Address

This address will be used for mailing purposes

Home Tel No Postcode

Mobile Tel No Date of birth

E-mail

Occupation Branch Ref (if known).....

Name and address of employer Depot

Contribution Scales	Please tick against how often you wish to pay			
	Monthly	Quarterly	Half-Yearly	Annually
<small>(Driver)</small> Scale A+BF	£14.94 <input type="checkbox"/>	£44.84 <input type="checkbox"/>	£89.70 <input type="checkbox"/>	£179.39 <input type="checkbox"/>
<small>(Non-Driver)</small> Scale A	£13.03 <input type="checkbox"/>	£39.09 <input type="checkbox"/>	£78.20 <input type="checkbox"/>	£156.40 <input type="checkbox"/>
Part-Time	£7.24 <input type="checkbox"/>	£21.72 <input type="checkbox"/>	£43.44 <input type="checkbox"/>	£86.89 <input type="checkbox"/>

Notes on Contribution Scales: Driver A+BF means your membership includes participation in the URTU's Benevolent Fund, designed specifically for drivers. Part-time staff are those working less than 20 hours per week.

Are you at present / recently a member of any trade union? Yes No

If yes, name of union Membership No

CONSENT: Please ensure you sign and date below. By signing this application form to join the Union, I agree to be subject in every respect to the Rules of the Union, I consent to the Union processing my personal data as part of its legitimate activities in providing membership services and benefits as a Trade Union, as stated in its Rule Book and in its Privacy Policy. The Privacy Policy is available on our website. It explains how we use and protect your personal data.

Signed Date

Your date of entry to the Union will be the date the form is received by Head Office and all benefits will accrue from that date.

For Office Use: Membership No Date of Entry

NEW ULR COURSES

Your Union is running two training courses for Union Learning Representatives (ULRs) at Ruskin College in Oxford. The course dates are:

ULR Stage One
3 - 7 September 2018

ULR Stage Two
4 - 8 February 2019

These courses have been designed to help ULRs to understand the role of the workplace Union Learning Representative, legal framework and how your role fits into the Trade Union structure.

The courses will also help develop communication skills and give ULRs a clearer understanding of relevant legislation.

If you are interested in taking part in either of the courses, please contact Claire O'Brien on 0161 486 2108 or email claire.obrien@urtu.com.

RICHARD BARNES WINS MICROLISE DRIVER OF THE YEAR 2018

URTU member, Richard Barnes, has beaten 180,000 drivers from across the UK logistics industry to be named Microlise Driver of the Year for 2018.

Richard, who drives for Hovis Bakeries, Dagenham and has been a URTU member since 2013, attended the Microlise Driver of the Year awards held at the Ricoh Arena, Coventry in May.

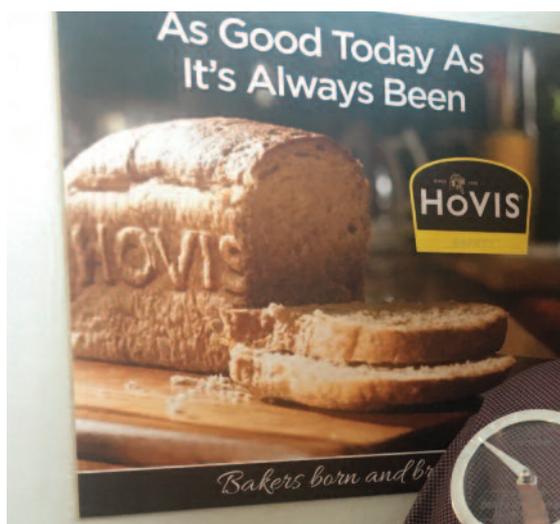
The awards highlight the most talented HGV drivers working in the UK transport industry and acknowledge the vital work they do.

At the awards, Richard won the Driver of the Year for the medium distance category, featuring drivers who regularly undertake journeys between 31,000 - 60,000 miles per year.

The following day, at the Microlise Transport Conference, the largest logistics conference in Europe and in front of delegates from across the logistics sector, he was named as the overall winner, beating off competition from winning drivers in the short and long distance categories.

Richard was presented with his award by motoring journalist, broadcaster and TV presenter Quentin Wilson.

This is a huge achievement for Richard and URTU would like to congratulate him on his double victory.



TWO-THIRDS OF ZERO-HOURS WORKERS WANT JOBS WITH GUARANTEED HOURS

Most people on zero-hours contracts are not on them by choice, recent union polling has revealed.

The poll shows that two-thirds of zero-hours workers would rather have a contract with guaranteed hours and just one in four zero-hours workers say they prefer being on zero-hours contracts.

The survey shows that the main reason people are on zero-hours contracts is because it is the only type of work available to them.

More than half of zero-hours workers are thinking about quitting their job over the coming year.

The polling found that many zero-hours workers are missing out on basic rights at work:

- **Only 12% say they get sick pay.**
- **Only 7% would get redundancy pay.**
- **43% say they don't get holiday pay.**
- **47% say they do not get written terms and conditions.**
- **Just 5% say they have the right to a permanent contract after working the same hours consistently.**

The poll also reveals the 'last minute' nature of

zero-hours working. More than half of zero-hours workers have had shifts cancelled at less than 24 hours' notice and nearly three-quarters have been offered work at less than 24 hours' notice.

Nearly two-fifths of zero-hours workers say they wouldn't be able to cope with an unexpected bill of £500.

The United Road Transport Union is calling on the government to clamp down on zero-hours working. Every job should be a great job. But far too many workers across the UK are being treated like disposable labour.

In the News

URTU LEARNING CONFERENCE

This year's URTU Learning Annual Conference was held in March at the De Vere Orchard Hotel, Nottingham. The Conference opened its doors to Union Learning Reps (ULRs), Lay Representatives, employers and providers. This year's Conference looked at Health and Wellbeing and celebrated a ULR's achievement at getting learning started in the workplace. Despite Storm Emma and the 'Beast from the East' making travel to the Conference difficult for both delegates and speakers, there was a good turnout on the day.

Mel Eyley and Sarah Hewitt from Passport to Wellbeing, ran the morning session around Health and Wellbeing.

Mel started the session by explaining that we all have mental health but we don't all have poor mental health. We only really think of mental health in a negative way whereas we need to think of mental health in the same way we think of physical health. People can be in good or poor physical health the same as they can be in good or poor mental health.

There is a stigma around mental health that people, especially men, feel that it is a weakness if they talk about it. But the greatest cure for poor mental health is talking.

Data from the Office for National Statistics states that there were 5,965 suicides reported in 2016 in the UK and three quarters of these were men.

Mel went on to talk about stress in the workplace, which most will have experience of this at some point. Stress is when you are in a situation, whether at work or in your home life, that puts pressure on you and you have a feeling of not being in control. This could be excessive workloads or juggling a busy day with your family to try and get them to all their different activity groups.

Mel informed that it is important to remember that being under pressure is a normal part of life and most of us need a degree of pressure to

fulfil our potential.

There was an open discussion on how people manage their stress and the different ways



Mel Eyley
Passport to Wellbeing

people do this. Examples given were going for a run, talking with friends, gardening, relaxing baths and, in moderation, alcohol, as too much alcohol could lead to further problems.

The five steps to mental wellbeing were looked at and also how different things can be stressful for different people. Just because a situation may not stress you out, it could for someone else and understanding this can make people more empathic when speaking to others.

For the final part of the session, the delegates were split into two groups and were set the task of creating a person. This person had poor mental health and the groups had to describe this person's life and situation and then look at ways of helping them to improve their mental health using the five steps to mental wellbeing. This session received a great response from the delegates.

Mel stated, "Passport To Wellbeing were pleased to be asked to present at the URTU Learning Annual Conference. We are passionate about mental health and removing the stigma and discrimination that surrounds it, so the more we can talk about it the better."

"The attendees were a great bunch of guys who seemed really engaged and willing to talk about mental health and how it affects people. They also recognised that the dual role they play in their working lives and that it's essential to consider their own wellbeing as well as that of others."

"By taking such an active part in the case studies, the attendees were able to consider that different people need different types of support and that mental health isn't one size fits all. It was a really great session. Thanks to everyone for their participation."

During the afternoon session, Jim Thomas spoke about his journey in becoming a URTU Union Learning Rep and about getting learning going in the workplace. You can read his full article on page 27 of this issue of Wheels.



HSE URGES EMPLOYERS TO THINK AGAIN BEFORE INVESTING IN OFF-THE-SHELF MANUAL HANDLING TRAINING

Off-the-shelf manual handling training should become a thing of the past, according to new advice released by the Health and Safety Executive (HSE).

New musculoskeletal disorder (MSD) advice has been issued by HSE to help employers to decide what type of help they need to tackle the MSD risks in their workplace. The web-based advice illustrates different approaches with examples and identifies who may be able to help address their needs.

The web based advice has been developed with the input and involvement of businesses, trade unions, trade bodies, training providers, professional bodies and safety professionals and consultants.

HSE's Health and Work Portfolio Manager Geoff Cox said:

"Our research shows that simplistic training involving bending your knees to lift a cardboard box is just a waste of time and money, it just doesn't make any difference."

"The overall aim is to avoid and reduce manual handling, and that's where employers should start if their workforce faces manual handling risks. Don't start with training, start with re-organising and redesigning your working

practices."

"If you do need staff training, and there are many residual risks where this is the case, then this needs to be customised and professionally delivered. Any such training should be based on

observations of current working practices, and should be informed by the views and experience of the workforce."

The full web-based advice can be viewed at: www.hse.gov.uk/msd/external-help.htm.

Musculoskeletal Disorders

Musculoskeletal disorders (MSDs) are one of the most common work-related ailments. Throughout Europe they affect millions of workers and cost employers billions.

Tackling MSDs helps improve the lives of workers, but it also makes good business sense.

Musculoskeletal disorders usually affect the back, neck, shoulders and upper limbs, but lower limbs can also be affected.

They cover any damage or disorder of the joints or other tissues.

Health problems range from minor aches and pains to more serious medical conditions requiring time off or medical

treatment. In more chronic cases, they can even lead to disability and the need to give up work.

Most work-related MSDs develop over time. There is usually no single cause of MSDs; various factors often work in combination. Physical causes and organisational risk factors include:

- Handling loads, especially when bending and twisting.
- Repetitive or forceful movements.
- Awkward and static postures.
- Vibration, poor lighting or cold working environments.
- Fast-paced work.
- Prolonged sitting or standing in the same position.



In the News

TENS OF THOUSANDS JOIN MARCH TO DEMAND A NEW DEAL FOR WORKING PEOPLE

In May, URTU joined tens of thousands of supporters to take part in the TUC's national march and rally in London, demanding a new deal for working people.

This family-friendly event was an incredible success with supporters coming together to call for more and better jobs and a more equal, more prosperous country.

Supporters taking part in the march called for a higher minimum wage of £10 an hour, a

ban on zero-hours contracts and greater funding for the NHS, education and other public services.

The march and rally was part of the TUC Great Jobs Agenda campaign.

The Agenda gives the trade union movement a common set of bargaining asks in workplaces. It also sets out what we want the government to do to ensure that every worker has a great job with fair pay, regular

hours and the opportunity to progress.

The Great Jobs Agenda is a charter for everyone. It helps you check whether you're in a great job. Unions can use it to negotiate for change. Employers can check how they're doing, and we all can use it to campaign for government action.

We want workers to know when their job is a great job or a rubbish job, we want employers to sign up to make all their jobs great jobs, and we want MPs and councillors to commit to making great jobs for all a possibility.

The Great Jobs Agenda says all workers must:

- Be paid fairly.
- Work in a safe and healthy workplace.
- Be treated decently.
- Have regular hours.
- Get a voice on what matters at work.
- Get the chance to get on in life.

To make big change, it takes more than one person and it takes more than one rally. The only way we can achieve the change we need to see, is if workers stand together with their union.



DISABLED WORKERS EARN £2,730 A YEAR LESS ON AVERAGE THAN NON-DISABLED WORKERS

A new union report has found that, in 2017, average hourly pay for disabled workers was £9.90, compared to £11.40 for non-disabled workers – a disability pay gap of £1.50 an hour and £2,730 a year.

The disability pay gap has now reached 15%, which is its highest level since 2013 when the government began publishing comparable data using the 2010 Equality Act definition of disability.

The new report also finds that disabled people are less likely to be in employment. The other key findings on the disability pay gap are:

- **Low-paid work:** Disabled workers are more likely to work in lower-paid occupations than non-disabled workers.
- **Education:** Fewer disabled people have

higher levels of education which may make it harder to get jobs with higher rates of pay. But even when disabled workers have the same level of education a pay gap remains.

- **Gender:** Disabled women face a larger pay gap than disabled men.
- **Working hours:** More disabled workers are part-time than non-disabled workers, which partly accounts for the gap.

The annual disability pay gap of £2,730 is equivalent to: 11 months of the average household spend on food; 9 months of household average fuel and power costs; or 8 months household average transport expenditure.

The gap leaves disabled workers more likely to struggle to meet everyday costs, let alone

the additional costs that can be associated with being disabled.



TUC 150th Anniversary

‘GENERATIONAL PAY GAP’ HAS INCREASED BY HALF IN LAST 20 YEARS

In 2018, the Trades Union Congress (TUC) is celebrating 150 years of standing up for working people. The 150th anniversary - #TUC150 - is a chance to celebrate this proud history and reach out to a new generation.

#TUC150 is about looking forwards, not backwards. The prime focus is the future of the TUC movement. Through celebrating the role of trade unions, we can position the TUC as a modern, confident movement with a central role in today's workplace, protecting the working rights.

The actual anniversary fell in June 2018 and to mark the occasion a union report 'Stuck at the Start' has been published showing that the pay gap between young and older workers has increased by more than half in the last 20 years.

The report shows that in 1998 the pay gap between over 30s and under 30s was 14.5% (£1.51 an hour in 2017 prices). However, in 2017 it had widened to 21.9% (£2.81 an hour).

The generational pay gap has increased in real terms from £3,140 in 1998 to £5,884 in 2017 for someone working a 40 hour week. It has grown by £2,744 over the last two decades.

Low-paid sectors

Unions, including URTU, are highlighting the

challenges young people today face in the world of work, including low pay, insecurity and lack of progression.

The report reveals that young workers are increasingly likely to be concentrated in low-paid, low-skilled sectors, with few opportunities for progression.

More than a third of under 30s currently work in caring, sales or elementary occupations, compared to just over a quarter of over 30s.

The number of 21-30 year olds working in low-paid industries like private social care and hotels and restaurants has shot up since 1998, even though today's young workers are the most qualified generation ever.

Lack of career progression

The report also features new polling of young workers which shows:

- **Just 3 in 10** have felt that their current job makes the most of their experience and qualifications.
- **4 in 10** have had few or no training opportunities in the last year.
- **1 in 5** have worked on a zero-hours contract in the last five years.
- Nearly a quarter have struggled to earn

enough to pay basic living costs, and 1 in 5 have skipped a main meal to make ends meet in the last year.

- Because of concerns about finances, 22% have put off starting a family and 41% have put off buying or moving home.

The 'Stuck at the Start' report is available to download and print on your Union's website www.urtu.com. Alternatively, email your name and address to info@urtu.com or call FREEPHONE 0800 526639 and we will post you a copy of the report.



ROYAL MAIL ISSUES COMMEMORATIVE SHEET

Royal Mail has launched a Commemorative Sheet to mark the 150th anniversary of the TUC.

Founded in 1868, the TUC is the world's oldest, national independent trade union organisation.

The Commemorative Sheet features 10 existing 1st Class Seal stamps alongside images that depict pivotal moments in the TUC's 150-year history.

These key events include the 1888 strike by women from the Bryant & May match factory in London in protest at poor working conditions. Their demands were met three

weeks later. The Equal Pay Campaign of 1968 saw female workers at Ford car plants in Dagenham strike to demand the lower 'women's rate' of pay be abolished. It was, and their efforts went on to inspire similar protests around the country.

The sheet also includes an illustrated folder telling the story of the TUC, its forerunners and its evolution to the present day organisation that represents 5.5 million workers across the UK. The stamp sheet is on sale now priced at £15.95 and available at www.royalmail.com/TUC150.



Letters

OUT OF CONTROL

I read with interest the Out of Control letter by David Simpson (Wheels March 2018, p12). Of course he is right and he cited two of my pet hates: Bad driving by people joining a motorway and the difficulty truck drivers face at roundabouts because of vehicles travelling too quickly from the right. But I must take issue with his proposed solutions which were 'education' and 'better signs'. These driving problems are mainly down to bad

drivers. So make them better! I think everyone should have to pass a driving test every five years. It wouldn't take more than a brief 15 minute test to see if a driver was basically safe and up to driving in modern conditions or whether underlying problems needed fixing. Remember the old assessments for agency drivers? Around the block for 10 minutes and park up. Older drivers who passed a test 60 years ago,

newer drivers who haven't developed experience, middle aged drivers who know it all - I come across prats from every group every day. Such a test would be self-funding, create jobs and, with a grace period (possibly three months) to correct shortcomings and re-test, can only make our roads safer.

Ric Jenkins
URTU member

DRIVING INSURANCE



I write to support Mr Melia in his complaint about insurance companies (Your Shout, Wheels March 2018, p14). Like him, I drive an articulated lorry sometimes with a 15 metre trailer with its swinging rear axle. I have to access/egress garden centres, congested industrial estates and farms with narrow entrances. Some contact with the occasional gate post is almost inevitable. I do about 60,000 miles a year. In my car (a Volkswagen Golf) I do about 4,000 miles a year, mostly to and from work. The point is that insurance companies are simply not insuring the same risk.
A W Stephens
By email

RETIREMENT

I am no longer employed as a driver as I am now retired. I would like to take this opportunity to thank you for your assistance over the years and would not hesitate to

recommend our union to other drivers in the future.

Ken Hudson
By email

MANY THANKS

I would like to say a big thank you to Mark Greaves, the Regional Officer who represented me at a recent hearing, for his truly professional way both in the days prior and at the hearing getting the result I wanted.

Denis McCarroll
Tilbury Drivers Rep

I am writing to give my sincere thanks to our Union and especially Chris Dubber, my Regional Officer, for all the help and guidance on my grievance case against my employer, ADM Milling, which we won.

Alan Morrison
Leith

I would like to take this opportunity to thank the URTU for the times I have called on their services and especially to Regional Officer Chris Dubber, who helped me out a few years back. I also wish the union all the very best for the future.
Scott Walker
By email



Let us know your views on the matters that affect our industry. We will try to include as many of your letters in future Wheels.

Email info@urtu.com or write to
Wheels, Almond House, Oak Green, Stanley Green Business Park, Cheadle Hulme, SK8 6QL

DRIVER CPC

I have just attended my 8th session of the so-called DCPC training, as it's referred to now. I, and others who attend these tutorial classes, are not being trained but informed of what is occurring in the haulage industry.

There is much talk of drivers suffering from depression, stress, and tiredness! And why is this you might enquire? Because all one learns from these courses is how the law, DSA, DVLA, et al are out to get the lorry driver.

We are only ever informed of the downside of lorry driving. There is, it seems, no upside to lorry driving. No wonder lorry drivers are high on the register of mental breakdowns, divorce from aggrieved partners, because of long periods away from their loved ones and constant worry of impending financial burdens due to hundreds of pounds fined for any spurious mistakes on one's vehicle or working

hours! I could go further, but I'll save that for another time.

For now though I request that yourselves as my Union do something about this egregious matter. Do whatever is necessary. This is one of

the main reasons there's a shortage of lorry drivers and it will continue to be this way until something is done.

Martyn Cook
By email



DO WE HAVE YOUR CORRECT DETAILS?

It is a legal requirement that we keep up-to-date membership records. Please notify us of any changes to your contact details including name, address, phone number or email.

In addition, please inform us of:

- Name and address of your current employer.
- Number of drivers employed.
- Number of other transport workers employed.
- Any recognised trade union on site.
- Any colleagues who may be interested in receiving information about URTU membership.

Contact Head Office on FREEPHONE
0800 52 66 39 or email info@urtu.com

All information will be kept confidential and no contact will be made with your employer.



■ FTX Logistics Ltd. ■



FTX Logistics Ltd has a PFI contract with the Ministry of Defence. Within the contract FTX Logistics provides the MoD with a fleet of 92 Heavy Equipment Transporters (HET). HET provides the British Army's heavy lift capability across the UK and on main land Europe. FTX Logistics also provides the Army with one third of the manpower to deliver this service.

Positions available

C+E DRIVERS who want the opportunity to drive and operate one of the largest truck and trailer combinations on the road mixed with commercial driving local to your home address.

HGV MECHANICS to work at one of our two sites in the UK, Bulford Wiltshire and Catterick North Yorkshire.

All Driver Operators and Mechanics have a Sponsored Reservist commitment.

Key points

- Commercial driving in your local area.
- HET work across the UK and Europe.
- You must be eligible to become a Sponsored Reservist.
- Very competitive salary based on average 48 hour week.
- Additional pay supplements are available.
- Download an application form on our web site

For further information visit our web site www.ftxlog.com

Call on 01980667119

E mail philmitchell@ftxlog.com



GENERAL DATA PROTECTION REGULATION (GDPR)

Guidance to URTU
Branch Representatives



BACKGROUND

On 25 May 2018, Data Protection laws in the UK were strengthened by the implementation of the GDPR. GDPR automatically came into force across all EU member states from that date. The UK is required to comply with GDPR, despite its forthcoming 'Brexit'.

Until 25 May 2018, Data Protection legislation in the UK was covered by the Data Protection Act 1998. However, since 1998 there have been significant changes in information technology and individuals' exposure to it. An overhaul of data protection laws has therefore long been overdue.

Data Protection is supervised and enforced by the Information Commissioner's Office (ICO), which has been given greater regulatory powers under GDPR.

HOW DOES THIS AFFECT BRANCH REPRESENTATIVES?

Under the GDPR, all organisations which hold personal data are required to review and strengthen their Data Protection procedures.

As Branch Representatives, you are in a unique and valued role, effectively being unpaid volunteers who act for and on behalf of the Union. Although you are volunteers, you are still subject to the Union's Data Protection obligations. You are in the privileged position of being the recipient and custodian of members 'personal data'.

The change in the law represents an opportunity to give you some practical guidance to help you in your role in handling 'personal data'. Most of the guidance will be what you already do, but it is useful - and essential - to re-visit the processes you utilise while acting for and on our Union's behalf.

WHAT IS PERSONAL DATA?

Any information relating to an identified or identifiable natural person (data subject); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person

The General Data Protection Regulation - A practical guide for trade unionists
(Labour Research Department Booklets)

IN SUMMARY

Our Union does not want you to worry about the change in legislation. In most cases, it should not be causing you significant additional work, nor drastically altering the way you do things. Nevertheless, it is beneficial and mandatory for our Union to re-examine its procedures, to give notification of the change in legislation, and to issue guidance.

PRACTICAL GUIDANCE

LEGITIMATE ACTIVITIES VERSUS CONSENT

'Legitimate activities' of our Union – such as normal trade union activities when acting as a Branch Representative – permit the use of individuals' personal data to fulfil your role, without the need for express consent from the individuals. This consent is derived from signing an application form to be a Member. In other cases, you may need to consider obtaining consent. Two examples may help to illustrate some of the principles

1. You would be able to request a list of members within your branch, in relation to a specific union/branch requirement. However, you would not be able to request more personal data, such as address, phone number or bank details, nor to pass the list on to third parties, without the consent of the individual.
2. You would be able to support a member who has approached you with a workplace issue, and could pass the case details to your Regional Officer if the member wishes, but you should be cautious when you have to consider passing the details on to other third parties without the member's consent.

PERSONAL DATA BREACH

A personal data breach is defined as 'a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data transmitted, stored or otherwise processed'.

If there has been a 'personal data breach', you are required to contact the Union's Head Office immediately, and ask for the Data Protection Officer. If you are in any doubt, please do not hesitate to call for advice. There are strict regulations and mandatory timescales (72 hours to notify the ICO, even if it covers a weekend) for reporting breaches to the Information Commissioner. The Union is also required to maintain a Register of Personal Data Breaches as part of this process.

SUGGESTIONS AND GUIDANCE

- Do not use old application forms. New forms are available from Head Office.
- Avoid passing individuals' personal data on to any third party without the individuals' express consent.
- If you have been given specific consent in relation to forwarding data to third parties, it would be advisable to document it.
- Keep personal data physically secure – in the workplace, in vehicles, on public transport, in public places, and at home. Anyone could stumble across or seize unsecured personal data in any of those locations.
- Encryption of IT (laptops, pen drivers etc) is recommended.
- Do not leave paper files, laptops or pen drivers on desks or in unlocked cupboards or drawers.
- Securely destroy old data and files no longer in use, unless there is a sound reason to retain it (e.g. some legal cases).
- Old branch lists should be destroyed, as they soon become out of date.
- Once the purpose for obtaining personal data has been achieved, it is advisable to destroy the documents without delay. Our

Union has updated its policies for destruction of members' personal data, which depends upon the nature and purpose of the information being held. Should you need to retain personal data, you are advised to document the reason why on the file.



EMAIL ADVICE

- Be vigilant when attaching names or personal data to emails.
- Restrict and consider who is being copied into emails.
- Use 'bcc', rather than 'cc', when sending data to groups. Note that an e-mail address can identify a person.
- Avoid sending personal data in the main body of the email. Use attachments.
- Avoid sending e-mails relating to a new topic, but containing old e-mail data (new subject = new email).
- Mark personal data or correspondence (whether it is being retained or forwarded) as 'private and confidential', where possible.
- Be wary of personal data contained in long email trails.
- Delete old emails.
- Where possible, password protect attachments.
- Ensure you are able to open password protected files.
- Avoid shared e-mail addresses.
- Where possible, avoid workplace email addresses.
- Where possible, avoid public wi-fi addresses.



United Road Transport Union
Almond House, Oak Green,
Stanley Green Business Park,
Cheadle Hulme,
Cheshire SK8 6QL

Disclaimer: This General Data Protection Regulation Information leaflet is for general informative purposes only. It is not intended to, nor does it, constitute formal legal advice. Please contact info@urtu.com if you have any questions regarding the General Data Protection Regulation.

Learning Advice

ESOL LEARNING What Is It?

URTU ULR Project Worker, Judith Swift is a qualified ESOL specialist and happy to provide advice and support to workplaces or individuals.

ESOL stands for 'English for Speakers of Other Languages' and ESOL courses differ from English programmes for learners who have English as their first language. Why is this?

ESOL Learner Challenges

ESOL learners have specific learning needs to get to grips with English. Issues for some learners are that the English alphabet and script may well be totally different from their native language. Some languages are also written and read from right to left unlike English. Another challenge for most ESOL learners is that English is not a phonetic language. Did you know that, although we have 26 letters in our alphabet, we have 44 phonetic sounds? Vowel sounds are even more tricky! We have only five vowels but at least 24 sounds. An ESOL learner need lots of practice in pronunciation to be able to communicate when speaking and make themselves understood.

Learning Levels

Levels cover the same as Skills for Life English and maths programmes with an additional tier. Absolute beginners, who can't communicate at all or just speak in fragments, can access a Pre-Entry Level course. The other levels are Entry Levels 1, 2, 3 and Level 1 and Level 2. New learners need to undertake initial assessments for ESOL, which cover reading, writing, speaking and listening, to decide which level of course the learners needs to be placed on. ESOL classes can lead to recognised Skills for Life ESOL qualifications from Entry Levels to Level 2, which meet the requirements of the National Standards for Adult Literacy and Numeracy and the Skills for Life Core Curriculum.

ESOL Learning Issues

ESOL learning can be difficult to access for busy workplace learners as classes may not fit with shift patterns. Another issue is cost. Those in receipt of in-work benefits, such as Working Tax Credit or Universal Credit, should have access to free learning. If not, providers will charge learners in work for

How do qualifications compare?

Use this grid to see what level your qualifications are at and what qualifications they could lead onto afterwards.

Qualification Level	Academic Awards	Vocational Awards, Certificates and Diplomas	Apprenticeship Level
Level 4	Level 4 Qualifications	Degree, Foundation Degree, HNC or HND NVQ Level 4/5	Higher Apprenticeship
Full Level 3	Minimum 2 x A-Levels	NVQ Level 3, BTEC Awards, Certificates, Diplomas at Level 3, BTEC Extended Diplomas, OCR Nationals, Cambridge Technicals Level 3	Advanced Apprenticeship
Full Level 2	5 x GCSEs A*-C or Grade 4-9	NVQ Level 2, BTEC First Diploma, Functional Skills L2, OCR Nationals, Cambridge Technicals Level 2	Intermediate Apprenticeship Traineeship
Level 1	GCSEs D-G	NVQ Level 1 Introduction Diploma, Certificate, Cache Diploma, Skills for Working Life, Functional Skills L1, OCR Nationals/ Foundation	Access to Apprenticeship/ Traineeship
Entry Level	1, 2 or 3	Entry Level Awards, Certificates and Diplomas, Functional Skills at Entry Level	Traineeship

ESOL learning. Prices can vary but are typically over £600 a year. Cost is clearly a union issue in the relationship between ESOL needs to productivity, social integration and health and safety. Unionlearn have produced a helpful guide to understanding ESOL and how to



support those needs at work called, 'Are We All speaking the Same Language'. This can be accessed through at: unionlearn.org.uk/publications/are-we-all-speaking-same-language.

A Communicative Approach

ESOL learning is a communicative approach to language learning with lots of small group work and paired work. There are online options but it is hard to replicate the classroom environment. However, the British Council has developed high quality interactive ESOL content, which is free. There is access to this through our URTU Learning website and at esol.britishcouncil.org.

The URTU Learning Project can support ESOL in a number of ways. We have a limited number of high quality ESOL online initial assessments through the project. I am also a qualified ESOL specialist and happy to provide advice and support to any workplace or individuals. If you are interested please contact Judith Swift on judith.swift@urtu.com or 07809 342218.



URTU Learning Project Te

AGNIESZKA ZAMONSKI AND S WALKER JOIN THE LEARNING



Simon Walker has joined the URTU Learning Project Team as a project worker covering the Midlands and South East England. He has been involved in the trade union movement for over 30 years. He first started while working at Royal Mail in Derby, where he was a driver. At the age of 21, Simon became Branch Editor for their local branch of the Communication Workers Union (CWU). That was the launching pad for his career within the trade union movement.

Simon has held various positions within the CWU including, Assistant Branch Secretary, Assistant Area Health & Safety Rep, Assistant Area Distribution Rep, Political Officer and Branch Secretary.

During that time he has gained a huge amount of experience and knowledge in relation to negotiations and representing members in a variety of cases, which he now brings with him with his role as Project Worker.

In 2003, Simon attended an event held by unionlearn, where they spoke about the role of a Union Learning Representative (ULR). At the

time this was a relatively new concept, but it had a great impact on Simon.

Attending this event helped him understand the concept of opening up learning opportunities to colleagues and families, in order for them to reach their true potential.

Following that event, Simon went back to his branch and introduced the role of ULR to their structure and, in 2004, they opened the largest workplace learning centre in any Royal Mail building in the country.

Simon became the lead ULR and was awarded the TUC Equality award for bringing British Sign Language into the workplace, something that he had been teaching reps and managers within the branch.

He then went on to work part time for:

- Wolverhampton College (teaching British Sign Language).
- Solihull College (teaching Trade Union Education).
- Derby College (teaching Trade Union Education).

Simon was also course co-ordinator at Ruskin



Agnieszka Zamonski has joined the URTU Learning Project Team as a project worker covering South Wales and South West England.

She has previously worked on a ULF project for the GMB. During that time she gained the invaluable experience and knowledge in relation to negotiating training opportunities with employers and forming partnerships with training providers to set up learning projects in workplaces and local communities.

Agnieszka is a qualified teacher and trainer, and an advocate of lifelong learning and people development.

The Polish graduate arrived from Gdansk in 2001 and soon got a job as a teaching assistant at a primary school in Devon. She then went onto working as a caseworker for a national charity and, for several years, managed the operations of an advice service for refugees in Devon and Cornwall.

She has also trained as an ESOL teacher in the UK and has always held jobs where she was able to put her training skills into practice.

She also has direct experience of business development on behalf of two training providers.

Agnieszka loves working with people and creating new partnerships that not only enhance people's skills, but also help them discover new life opportunities and broaden horizons.

She is also a personal performance coach helping people reach their life goals and improve relationships.

Agnieszka said;

"When I was working for a training provider, I was looking for new business opportunities and came across the GMB Union Learning Project. Until then I had not heard of trade unions promoting lifelong learning and I was very curious to find out more.

"A great partnership with the union followed that resulted in ESOL courses being set up for migrant workers in Cornwall and when a vacancy arose at the same project, I decided to apply.

"I have since worked with many businesses

am

SIMON TEAM

College teaching Trade Union Education. However, his experience in education is not limited to trade unions. He has been involved in employability skills for young people aged 18-25 and also worked in schools. Simon has great passion for education and his belief that it can break down barriers and open up a wealth of opportunities to employees makes him the ideal person for the URTU Learning Project Worker role. Education not only improves the lives of individuals but also the workplace itself. The better educated the employee, the more productive the workplace becomes and there is a marked increase in morale. It reduces bullying, harassment and discipline cases and the employee feels more valued. Unions are in a unique position to bring that change to the workplace, and Simon is proud to be part of the URTU Learning team helping to do this.

and organisations across the South West promoting lifelong learning. It has been extremely rewarding to see learners gain confidence, new skills and progress in their working and personal lives thanks to the courses they have completed. "I am looking forward to assisting even more people to access learning opportunities through the URTU Learning Project".

**PLEASE DON'T BIN IT!
PASS IT ON!**

When you have finished with this copy of 'Wheels', please don't throw it in the bin. Pass it on to a colleague who is not a URTU member or leave it out for other people to read. If you would like extra copies of 'Wheels' to give to potential members, call FREEPHONE 0800526639 or email info@urtu.com



Free Distance Learning

Learning opportunities for you, your family and friends

These short distance learning courses are available FREE of charge to anyone aged 19 and over who have lived in the EU for the past three years.

Business

- Team Leading Knowledge.
- Principles of Business.
- Administration.
- Customer Service Knowledge.
- Information Advice and Guidance.
- Stewarding.
- Equality and Diversity.

Care

- Dignity and Safeguarding in Adult and Social Care.
- Understanding End of Life Care.
- Understanding Autism.
- Understanding Working in Mental Health.
- Preparing to Work in Adult Social Care.
- Understanding the Safe Handling of Medicines.
- Principles of Working with Individuals with Learning Disabilities.
- Principles of the Prevention and Control of Infection in Health Care Settings.
- Care Planning.
- Customer Service for Health and Social Care.
- Behaviour that Challenges.
- Dyslexia and Other Specific Learning Difficulties.

Leisure & Interest

- Principles of Dementia Care.
- Awareness of Mental Health Problems.
- Understanding Nutrition and Health.
- Understanding the Care and Management of Diabetes.
- Common Health Conditions.
- Caring for Children and Young People.

If you would like to find out more or enrol onto one of our courses please contact:

Claire O'Brien (URTU Project Administrator)
Telephone: 0161 486 2108 Email: claire.obrien@urtu.com



URTU Legal Helpline

Our **free** legal helpline
offers advice on:

Data protection matters

Consumer problems

Clinical negligence

Education law

Insurance law

Criminal law

Family law

Defamation

Property

Small debts

Land disputes

Wills and probate

Neighbour disputes

Landlord and tenant disputes

Power of attorney and deputyships

PLUS: Employment advice for family members



Call **0800 916 9022** today

URTU Course Dates 2018 - 19

Your Union is running training courses for Shop Stewards, Health & Safety Reps and Union Learning Reps throughout 2018 and 2019 at Ruskin College in Oxford. If you are interested in taking part in any of the courses, please contact Claire O'Brien on 0161 486 2108 or email claire.obrien@urtu.com.

<p>SEPTEMBER 2018</p> <p>3 - 7 September Union Learning Rep Stage One</p>	<p>SEPTEMBER 2018</p> <p>17 - 21 September Basic Shop Steward</p>	
<p>OCTOBER 2018</p> <p>15 - 19 October Basic Health & Safety</p>	<p>JANUARY 2019</p> <p>14 - 18 January Basic Shop Steward</p>	<p>FEBRUARY 2019</p> <p>4 - 8 February Union Learning Rep Stage Two</p>
<p>APRIL 2019</p> <p>8 - 12 April Advanced Shop Steward</p>	<p>MAY 2019</p> <p>13 - 17 May Advanced Health & Safety</p>	<p>JUNE 2019</p> <p>3 - 7 June Advanced Shop Steward</p>

Please note that you need to be a URTU Lay Official to attend any of the URTU courses. If you are not a Lay Official, please contact your URTU Regional Officer to find out how you can get involved by becoming a URTU Shop Steward, Health & Safety Rep or Union Learning Rep.

For more information about URTU course dates, call 0161 486 2108 or visit www.urtu.com. All URTU courses are subject to availability.

Learning News

Want to improve your Maths and English?

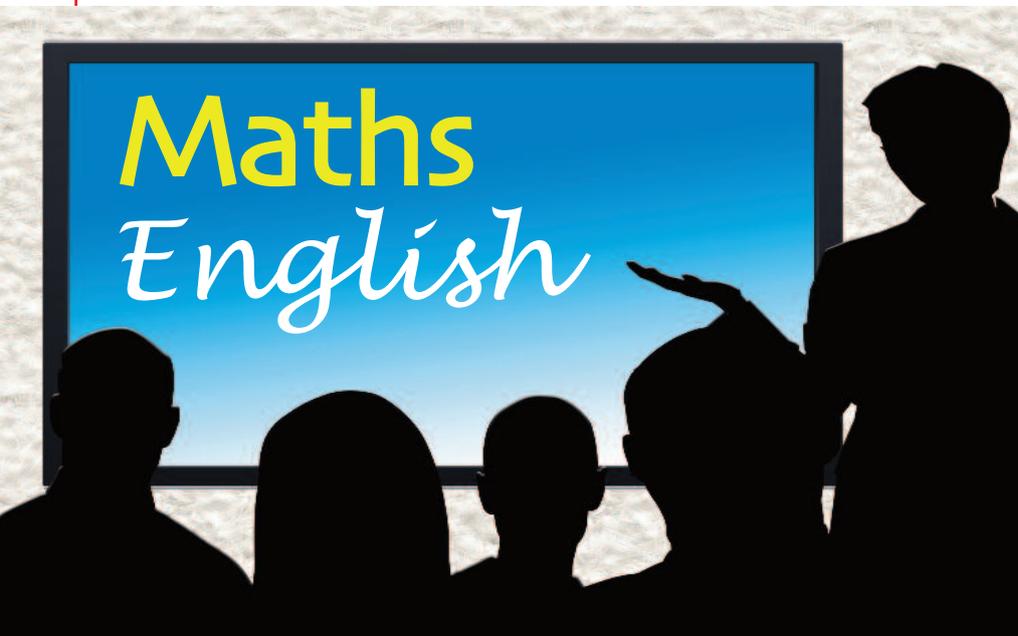
Maths and English are essential skills that people need to be able to do their jobs, run a home, manage money and enjoy a social life. URTU Learning are constantly highlighting these skills to employers as vital learning opportunities for workers and for the efficiency of their businesses and services.

Using the problem solving techniques you use in your daily lives helps you take advantage of Functional Skills training in the workplace.



URTU Learning can offer you access to free Maths and English training courses in your workplace.

For further information speak to your URTU Learning Project Worker (see details below), visit www.urtuulr.com or scan the QR code here.



SIGN UP!

Want to keep up to date with the latest news from URTU Learning?

Sign up today, using the QR code



URTU LEARNING - MEET THE TEAM



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Learn to use the Internet

It is more important than ever that people learn how to use a computer to get online. Many workplaces are now using electronic devices and services are increasingly moving online. Using a computer can also be fun and enjoyable and save you money!

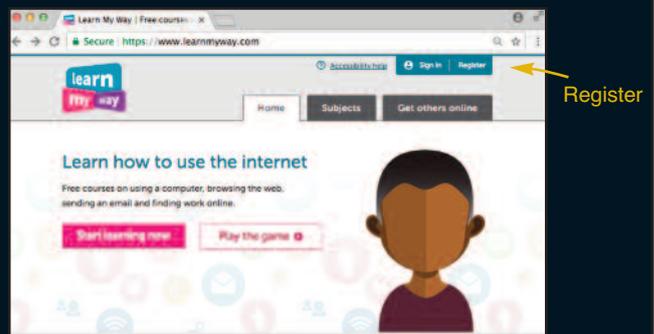
To help people learn computer skills and get online, URTU Learning have teamed up with Learn My Way to offer free courses including browsing the web, sending an email and finding work online.

This fun and friendly resource will help people

gain the skills and confidence to use a computer.

If you would like to access these courses visit the Learn My Way website (www.learnmyway.com) and register by following the information below:

1 Visit www.learnmyway.com and click on 'Register'



2 On 'Register' page complete your details and under 'Centre' type:

3451706 - URTU Head Office

Once completed, press 'Register for Free' and start your free online training courses.

If you do not have an email address, click this box

Choose a password

Type **3451706** here



URTU Power Banks

We are giving away free URTU Learning Power Banks to members who register on Learn My Way using URTU Learning Centre number - 3451706. All you need to do is:

1. Register on www.learnmyway.com.
2. Include the URTU Learning Centre number (**3451706**) when registering.
3. Complete one unit on the Learn My Way site.
4. Email your username and delivery address to claire.obrien@urtu.com on the URTU Learning Project.

Once your details have been checked, we will post you out your free URTU Learning Power Bank.



Glaisyers Solicitors

Big on expertise, small on jargon



Who are Glaisyers?

Our team of solicitors are a friendly, professional bunch, who come from all walks of life and all love working in our bright, modern offices in the heart of Manchester.

Here, we like to make things simple and straightforward, so we promise not to bamboozle you with legal jargon or bore you with stuffy language. Throughout your journey with us, we want you to always feel welcome and relaxed. You provide the initial information and then leave it to us to do the rest to secure the best result possible in your claim.

If you've had an accident or suffered an injury we know that life can be very stressful indeed. We understand, we've helped lots of people in your situation.

Who will be dealing with your claims?

Nicki Simmons is a Senior Solicitor and Head of the PI department. Nicki has over 25 years' experience in specialising in personal injury claims. She is very experienced in both complex and high value claims. Nicki will ensure you recover the highest possible damages for your accident.

Nicki's main areas of expertise are accident at work cases, slips, trips and falls, industrial disease claims to include industrial deafness, vibration white finger, contact dermatitis, latex allergy, occupational asthma and accidents caused by Defective Equipment.

Nicki runs her own cases from start to finish providing the personal service she believes each of her clients deserves throughout their claim. She attends to every detail with precision whilst always maximising the damages she receives for her clients as her end result.

She has spent 25 years dedicated to helping people who get injured through no fault of their own. In short, she gets her clients the financial, medical and other help they deserve and supports them as they get their lives back on track.

A Senior Barrister has provided an accurate and true testament:

"Nicki ... has the ability to not only cut to the heart of the matters that she is litigating but, in my opinion, has the more crucial capacity to empathise with her clients and ensure that they are taken through the litigation process with as much ease as possible. She genuinely cares about obtaining the best outcome for the people that she works for. This important quality is, in my view, becoming rarer in litigation. But it achieves the best results. ... I know very few harder working individuals. Whilst you ask about honesty and integrity, which are qualities of Nicki that are not in question, I think the issues that I have described above give a flavour of that but also set her apart from anyone that I have worked with at my time at the Bar."

Contact details: njs@glaisyers.com Tel: 0161 833 5674

Personal Injury relating to Accidents at work

Your employers have a legal responsibility to ensure your safety and protect your health and welfare while you are at work.

If you have been injured at work or have had a workplace accident, even if it was the fault of a work colleague or another company, then we can help you claim the compensation you deserve.

Our personal injury experts have vast experience of helping people injured at work. Perhaps it's an injury that's happened as a result of a fall, slip or trip, manual handling, a repetitive strain or exposure to dangerous substances. Whether it's a lifting injury or one caused by faulty equipment or dangerous machinery, we can help.

Whatever your circumstances, our friendly and professional, personal injury lawyers will take the time to listen and understand your situation, before giving straightforward advice.

The URTU Personal Injury Scheme

URTU and Glaisyers are working together to ensure you get the financial, medical and other help they deserve.

Who can use this scheme?

- Any member (and their family) who suffers an injury or disease at work.
- Any member (and their family) who suffers an injury travelling to or from work.
- Any member (and their family) who suffers an injury outside work and which causes them to be absent from work for any period.
- It also includes accidents which occur away from work, but are not connected with it, which results in an injury causing absence from work.

Why use the URTU Personal Injury Scheme?

- You will receive 100% of the compensation that is awarded.
- You will not have to pay anything to the Union Solicitors.
- There are no legal expenses as the Union covers the risk and no insurance is required.
- We will ensure that your case is handled by an expert with over 25 years in dealing with cases such as yours.
- Our members deserve 1st class solicitors and a 1st class service and URTU have worked hard with Glaisyers to ensure this is what you will get.

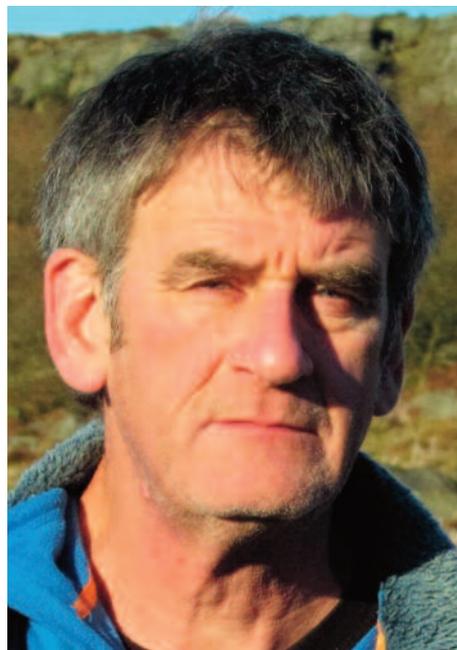
How to Claim

Email info@urtu.com or call URTU on FREEPHONE 0800 526 639 to request an application form and let us do the rest.

Your Shout

LEARNING THE HARD WAY

Jim Thomas is URTU Shop Steward, Health & Safety Rep, Branch Secretary and ULR at XPO Stone. Here he discusses his journey in becoming a URTU Union Learning Rep and about getting learning going in the workplace.



When I was first appointed as the Night Shift Shop Steward for the XPO Stone Site, which deals with the Sainsbury contract, I asked colleagues on the other shift to help me keep in contact with all the guys. The depot works seven days a week and it is impossible for one person to try and keep in contact with all the troops. From the people I asked, a few came back to me saying they would prefer not to be involved as their reading and writing skills were not that good and they felt that they did not have the confidence. This prompted me to look into how to support my colleagues, so I got permission to attend both the Stage One and Stage Two Union Learning Representative (ULR) courses at Ruskin College, Oxford.

From the courses I got fired up with enthusiasm to go back and try and make a real difference at work. I had great plans to get every employee educated to some level and have them all undertaking courses, and I thought I could do this instantly. Little did I realise at the time how hard this process might be and how long it would take to get it started. Knowing what the end result would be, it would be worth all the hard work. My first step on the road to trying to get education to the masses was to bring this up at every monthly union meeting with management along with all the other issues we had, and there were always quite a few. I knew if I could get senior management on board this would be the first big step forward. At the ULR courses I attended they did not tell me how hard it would be to try and get this started and I think, without the assistance of the URTU Learning Project team, it may never have happened. Barry Marks, who was the project worker at the time for the URTU Learning Project, came to the site and, with his perseverance, managed to get the depot manager to agree and sign a Learning Agreement. This was a great step forward as we now had management looking at learning in a positive way.

With the help and support from Barry, we were then granted a learning centre. It was not much. The room was only 3.5 x 2.5

metres and we could only fit one small desk and computer. The room was also situated right outside the entrance turnstiles. This, however, was a great initial victory and a step forward as it showed we were actually making progress.

At every meeting I still kept bringing up that we needed a better learning centre and to do more in relation to education. I was not going to sit complacent on my small, but significant, victory as I knew I had to keep negotiating. Eventually, after some time, I wore them down and was granted a Portakabin to use as the learning centre, which we named 'The Hub'.

With the help from the URTU Learning project we soon had this new learning centre up and running. I then issued a learning survey to the troops to try and establish what their educational needs were. I was pleasantly surprised at the number of completed surveys I got back and it showed that people were really interested in learning and improving themselves.

In July 2017, the site got an announcement that, by March 2019, the site would close. I am not sure how long it would have taken me to get management to take the next step forward with learning and look at courses, without this announcement.

With the site closure hanging over all our



heads, HR realised that they had to equip the workers with the skills required to re-enter the jobs market.

With the assistance from HR and the continuing support from the URTU Learning Project, we have now got Derwentside College on board. They have visited the site for both the day shifts and night shifts to find out the learning requirements and, from this information, found courses and classrooms for the workers. We have now got 24 people undertaking NVQ's in Warehousing and Management, Team Leading and Business Studies, with a further 42 colleagues due to start functional skills courses in Maths and English and ICT. This was a great step forward but was a bitter sweet victory knowing that without the site closure this step may have taken a lot longer to happen. I have found through this whole process that it is not a quick fix thing but a hard slog. However, knowing that you have helped your colleagues as a result makes it well worth it. I found that HR can be your greatest allies. If you can get them on board this will make it easier as they deal with the funding and can agree release time.

I also know that without the support from the URTU Learning team, especially Judith Swift who took over as my Project Worker after Barry Marks, that I may not have got this far. URTU Learning can come in and assist with negotiations with management, liaise with providers to find the most suitable ones for your needs, as well as assisting with surveys, posters and any resources you may need. They have also been there to support me through these tough times by listening to my troubles and triumphs and giving me helpful advice.

If you are looking at getting learning going in the workplace, I would recommend speaking with your project worker, setting yourself small targets and ticking them off when you complete them. It does not matter if you complete them in any order as each one is a great achievement. Most importantly, be ready for a long slog as this may not be a quick process, but is well worth it and just never give up.

Union Campaign

MENOPAUSE IN THE WORKPLACE CAMPAIGNS

Most women go through the menopause between the ages of 48 and 55, but it can happen much earlier and symptoms can last for over ten years.

Ongoing research shows that the menopause has a direct impact on women in the workplace and that particular health and safety implications can arise.

Advice on menopause-related issues and hormone replacement therapy (HRT) rarely includes work-related problems.

As a result of these challenges around a clear lack of understanding and resources on how the menopause is treated in the workplace, both the Scottish Trades Union Congress (STUC) and the Wales TUC have been campaigning to change the way the menopause is treated in the workplace.

Wales TUC

Last year, the Wales TUC published a report 'The Menopause: a workplace issue' based on a major survey of almost 4000 workers. The survey found that 88 per cent of women workers who had experienced the

menopause felt it had an effect on working life, while around 6 in 10 had witnessed the issue being treated as a joke in the workplace. The survey also showed that only a very small number of workplaces had policies in place to support women who experience difficulties during the menopause and, in some cases, health and safety issues in the workplace caused women's symptoms to worsen.

The survey showed that many women wanted to see a change in the way the issue is treated at work and, as a result, the Wales TUC put together a series of campaign asks of the Welsh and UK governments.

STUC

The STUC Womens' Committee launched a survey on menopause in the workplace at the 90th STUC Women's Conference in October 2017.

The survey was designed to investigate the experiences of women in the workplace, how employers are responding to this issue and what resources the STUC Womens' Committee can develop for women regarding menopause in the workplace.

Over 3,500 women responded to the survey, with over half of participants currently going through the menopause.

Sharon Edwards, STUC Women's Committee Chair, said:

"For far too long the menopause has been an issue shrouded in secrecy, resigned to whispered conversations between women, or jokes about hot flushes, if even discussed at all. What the results of our survey show is that menopausal women are facing some real challenges in the workplace, and that employers are not really sure what to do to best support them. More and more women are working on well into their 50s and 60s so it's an issue that employers are going to have to look at much more closely.

"It is clear from the survey comments that the ways in which the menopause affects women in the workplace are wide and varied. From not being able to perform at usual levels due to tiredness caused by hormonal induced insomnia to severe bleeding, pain and discomfort. If these symptoms were as a result of an illness or disease, more often than not measures would be put in place to support the worker to continue to contribute in the workplace. But because the menopause is seen as just something that

happens to women, because of the lack of awareness, because of the lack of conversations about what happens to women before, during, and after the menopause, the same considerations are not made, and more often than not women struggle on in silence, managing as best they can.

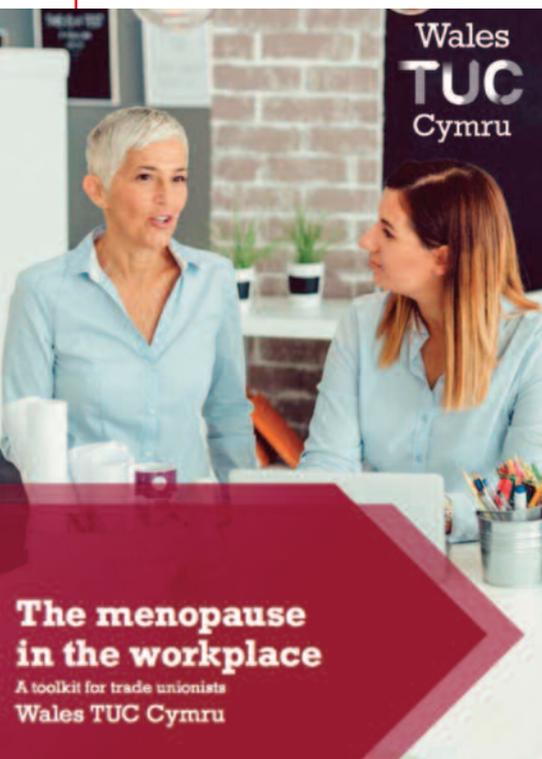
"The STUC Womens' Committee is committed to changing this, and our survey was the first step. We are now working with our affiliated trade unions to find examples of good practice with a view to creating a model policy which employers can adapt for their own workplaces. We will also be looking at training and support for workplace reps so they can better support women going through the menopause.

"Trade unions have campaigned for and won many changes that have transformed women's lives – equal pay, paid maternity leave, paid holidays, and in recent times, free access to sanitary items. We now have our sights set on ensuring that women experiencing the menopause are better supported in the workplace."

Toolkit for trade unionists

The Wales TUC has now developed '**The menopause in the workplace**', a toolkit for trade unionists to help reps press employers to make improvements in the workplace. The toolkit covers essential information about the menopause, looks at some of the common workplace issues and considers why the menopause is a key workplace health and safety and equality issue for trade unionists. It offers practical tools for trade union reps including ideas for action, a gender sensitive health and safety checklist, and example risk assessment. Posters and postcards are available for reps to use in the workplace to help raise awareness and campaign to change the way the menopause is treated in the workplace.

The toolkit is available on your Union's website www.urtu.com or email info@urtu.com for more information.



Training Advice

APPRENTICESHIPS QUALITY & EQUALITY

URTU ULR Project Worker, Simon Walker, attends the unionlearn seminar in Birmingham during National Apprenticeship Week.

In March, on behalf of URTU Learning, I attended a unionlearn event the focus of which was apprenticeships, the quality of apprenticeships and what equality issues there are.

The event started with a presentation by Ian Murry, unionlearn Strategy Manager. Ian spoke of some positive steps being taken by the government in relation to apprenticeships. These include:

- 20% of an apprentice time must be spent away from the workplace for the purpose of learning. This does not include time spent for English and Maths, which is in addition.
- The government are planning a 30% increase in spending on the apprenticeship scheme.
- Any company bidding for a government contract must now state how many apprentices they intend to employ.
- Additional support for 16-18 year olds.
- Additional support for disadvantaged young people leaving care with an educational care plan.
- Additional support for individuals with learning difficulties.

The government are also very keen for unions via the Union Learning Fund (ULF), unionlearn and Union Learning Reps (ULRs) to work with employers with regard to the apprenticeship scheme.

There were a number of other speakers

including one from ASLEF who, through persistence, had managed to get rail providers to start a train driver apprenticeship scheme.

A speaker from the Public and Commercial Services Union (PCS) who had also managed to get the cabinet office to agree an apprenticeship scheme within the Civil Service.

These apprentices get paid the going rate for the job. The apprentices are kept up to date with regard to their rights and have full access to the union support and services.

We also heard from some organisations who deal with apprenticeships. Jeremy Crook, Chief Executive of the Black Training and Enterprise Group (BTEG) and chair of DfE's Equality and Diversity Advisory Group spoke of the disproportionate level of black workers being turned down for apprenticeships. He stated that the reasons for this were unclear and various.

We also heard from Dr Fiona Aldridge, Assistant Director of Research and Development at the Learning and Work Institute. She spoke about the fact that 52% of apprentices were still in low paid jobs and also that recruitment in apprenticeships is still going down the stereotypical gender lines. She gave the example of women who apply for an engineering apprenticeship and get turned down are unlikely to apply again, whilst men applying for the same engineering apprenticeship will, if turned down, continue



to apply.

She also spoke about the need for employers and, in some cases, unions to understand that apprenticeships are not just for young people but for all age groups. Currently there is a push on the over 50s to take up apprenticeships and for individuals who currently work for a company to convert over to an apprenticeship.

Lee Barron, Regional Secretary TUC Midlands Region, spoke about the need to push for quality apprenticeships, which meant that people undertaking them were doing meaningful jobs, getting quality training, getting paid the rate for the job and having offers of employment when the apprenticeship is completed. He also spoke about the important role that unions play in this and how we should keep the pressure on employers to avoid exploitation.

There are a number of important things that I took from the event so that we all strive towards quality apprenticeships. We can only achieve this if we continue to push the employer to offer good apprenticeships where apprentices are doing meaningful jobs at a rate of pay equal to that of the job and that the training is of a good standard.

Apprenticeships are a good opportunity for many people, but they will only work if they are of a good quality and inclusive.





ABOUT URTU

The United Road Transport Union (URTU) has been in existence since 1890. We are a non-political organisation, dedicated to advancing the interests of those workers connected with the road transport, distribution and logistics industry.

WHY YOU SHOULD JOIN URTU

- We want recognition of the vital contribution that the road transport industry and professional drivers in particular, make to the nation's economy.
- We want to ensure all those who employ road haulage workers understand their responsibility to provide a safe and healthy working environment.
- We want equality of opportunity for both existing workers and those seeking to join the road transport and distribution industry regardless of age, colour, gender, sexual orientation, religion or creed.
- We want to ensure, as far as is practicable, that appropriate opportunities exist in the road transport and distribution industry for those who experience any form of disability.
- URTU is the oldest transport and distribution Union in the UK and is a member of the STUC, WTUC, TUC as well as ETF.

WHAT URTU CAN DO FOR YOU

The URTU provides a wide range of other benefits and services including:

- Legal representation should you be injured at work.
- Representation in grievance and disciplinary matters.
- Free representation at Employment Tribunals, Medical Appeal Tribunals, Licensing Authority.
- Access to a free legal helpline.
- Sickness benefit (after qualifying period).
- Death grant.
- Hearings and DWP Appeals.
- Free Union magazine - 'Wheels', which is posted to your home bi-monthly.
- A Benevolent Fund, which provides free legal representation in Court should you be in a position where your licence is at risk and financial assistance to alleviate the hardship that might result from the imposition of fines for certain road traffic offences.
- Education and training opportunities.

Further details regarding Trade Union benefits, Law at Work, Drivers' Hours, Tachographs and the Union's Rule Book can be found in the Member's Diary, which is available to all who complete an application form and become members of the URTU.

FREEPHONE 0800 526639

www.urtu.com info@urtu.com

PLEASE READ THE FOLLOWING CAREFULLY

Please complete the form overleaf in full as clearly as possible.

Return the **WHOLE** form to the **United Road Transport Union**.

Your date of entry to the Union will be the date the form is received by Head Office and all benefits will accrue from that date.

We will then forward the signed instruction to your bank or Building Society and the first date of deduction will normally be a fortnight from the Friday following receipt of the form at Head Office.

You should receive a confirmation letter together with your membership card before the first deduction.

ALL INSTRUCTIONS TO PAY YOUR CONTRIBUTIONS BY DIRECT DEBIT CAN BE CANCELLED AT ANY TIME BY YOU INSTRUCTING EITHER YOUR BANK OR BUILDING SOCIETY.



UNITED ROAD TRANSPORT UNION
 Almond House, Oak Green,
 Stanley Green Business Park,
 Cheadle Hulme, SK8 6QL
 FREEPHONE 0800 526639 / 0161 486 2100

Application for Membership

Title..... First Name(s) Surname

Address

.....
 This address will be used
 for balloing purposes

..... Postcode

Home Tel No Mobile Tel No

E-mail Date of birth

Occupation Branch Ref (if known).....

Name and address of employer

..... Depot

Contribution Scales		Please tick against how often you wish to pay			
	Monthly	Quarterly	Half-Yearly	Annually	
(Driver) Scale A+BF	£14.94 <input type="checkbox"/>	£44.84 <input type="checkbox"/>	£89.70 <input type="checkbox"/>	£179.39 <input type="checkbox"/>	
(Non-Driver) Scale A	£13.03 <input type="checkbox"/>	£39.09 <input type="checkbox"/>	£78.20 <input type="checkbox"/>	£156.40 <input type="checkbox"/>	
Part-Time	£7.24 <input type="checkbox"/>	£21.72 <input type="checkbox"/>	£43.44 <input type="checkbox"/>	£86.89 <input type="checkbox"/>	

Notes on Contribution Scales: Driver A+BF means your membership includes participation in the URTU's Benevolent Fund, designed specifically for drivers. Part-time staff are those working less than 20 hours per week.

Are you at present / recently a member of any trade union? Yes No

If yes, name of union Membership No

CONSENT: Please ensure you sign and date below. By signing this application form to join the Union, I agree to be subject in every respect to the Rules of the Union. I consent to the Union processing my personal data as part of its legitimate activities in providing membership services and benefits as a Trade Union, as stated in its Rule Book and in its Privacy Policy. The Privacy Policy is available on our website. It explains how we use and protect your personal data.

Signed Date

Your date of entry to the Union will be the date the form is received by Head Office and all benefits will accrue from that date.

For Office Use: Membership No Date of Entry



Instruction to your bank or building society to pay by Direct Debit



Please fill in the whole form using a ball point pen and send to:
 United Road Transport Union, Almond House, Oak Green,
 Stanley Green Business Park, Cheadle Hulme, SK8 6QL

Name and full postal address of your bank or building society

To: The Manager
 Bank/Building Society

Address

Postcode

Name(s) of account holder(s)

Bank/building society account number

Branch sort code

Date

Signature(s)

Reference (For office use only)

Service user number

Instruction to your bank or building society
 Please pay United Road Transport Union Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with United Road Transport Union and, if so, details will be passed electronically to my bank/building society.

Banks and building societies may not accept Direct Debit instructions for some types of account.
 This Guarantee should be detached and retained by the payer.

The Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit United Road Transport Union will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request United Road Transport Union to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit, by United Road Transport Union or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society
- If you receive a refund you are not entitled to, you must pay it back when United Road Transport Union asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.