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GENERAL

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Liaison Meetings with CWU Group MPs

The following meetings with CWU Group MPs have now been arranged and, for your information, listed below are the dates of the meetings and those nominated to attend:

8 May 2007

Andy Kerr, Graham Colk, Steve Jones and a representative from the London Regional Political Committee.

17 July 2007

PFMC Members to be nominated following Annual Conference, and a representative from the South West Regional Political Committee.

Billy Hayes
General Secretary

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CWU Sunshine Fund for Blind and Partially Sighted Children

The following letter has been received from Deborah Scott, RNIB Corporate Partnerships Executive in relation to a recent donation to help provide shade sails for the sensory garden at the Northwood Sunshine House School.

“Phil Bowerman
Head of IT
Communication Workers Union
1 March 2007
Dear Phil

On behalf of the RNIB I would like to thank you for CWU's donation of £1617.45 for the shade sails for the sensory garden at Sunshine House School. They will be of great benefit to the children at the school.

Yours sincerely
Deborah Scott
RNIB Corporate Partnerships Executive”

The donation is made up of contributions from Branches and individuals and we are grateful to all those concerned for the efforts they have made.

The overall cost of the project will be in the region of £10,000 and we have some way to go before reaching that target. Branches are therefore encouraged to continue with their efforts in the hope that we could make this a reality for the children at the Northwood

Sunshine House School.

Any donations should be sent to either **Phil Bowerman**, Head of IT at CWU Headquarters or **Deborah Scott**, RNIB Corporate Partnerships Executive, 105 Judd Street, London WC1H 9NE. Thank you for your help.
Phil Bowerman
Head of IT

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Branch Magazine Competition

The annual awards rewarding the very best CWU branch magazines are up for grabs once again – and the competition will reach its climax next month at Annual Conference.

To enter, all you have to do is decide which edition of the magazine was your best of the last twelve months and send three copies to: **Marcia Murray**, CWU Communications Department, 150 The Broadway, Wimbledon, London, SW19 1RX.

Deadline for entries is **Friday May 18**, so don't delay – not least because as in previous years substantial prizes are at stake.
Communications Department

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CWU Annual Conference Guide

We will again be producing a Conference Guide that will be distributed to all delegates and visitors attending the **CWU Annual Conference** in Bournemouth **3rd – 8th June 2007**.

If you have organised an event that is to be held at conference please let us have full details for inclusion in the guide.

Branches and regions are invited to place fraternal greetings adverts in the guide.

Please contact **Chris Tapper** at **ctapper@cwu.org** for further information by no later than **16th April**.

Chris Tapper
Conference Manager.

EQUAL OPPORTUNITIES

142

Harassment Complaints Database: Union Policy

Branches are again reminded of the need to fill in the Harassment Complaints Database (HCD) Forms, as illustrated in LTB 450/04.

Please ensure that all reps have a copy of LTB 450/04 as it contains useful guidance as well as the form itself. Branches may also find LTB 289/04 useful which contains information on

the Harassment Helpline and the Harassment Advice Network as well as the HCD. The completion of the HCD forms is part of our agreement with the Equal Opportunities Commission and is, therefore, CWU policy. (the full agreement can be found in LTB 292/04).

The Equal Opportunities Commission has raised concerns with us regarding the completion rate, which we need to address, otherwise we will fall foul of the agreement. Therefore, please ensure that any complaint raised with branch reps by members that involves possible harassment should be notified to HQ via these forms.

We appreciate that this will add to an already busy work schedule for those reps that have the responsibility for completing them, but there is no scope for non-compliance. We must accept that this will become an accepted culture in terms of harassment reporting.

The data that will come through to HQ will be vital in enabling us to analyse and identify any obvious patterns where problems exist.

We extend our appreciation to all those branches already complying with the policy and look forward to the co-operation of all branches in this matter.

Any enquiries regarding this paragraph please contact **Michèle Emerson** at CWU HQ.

143

Mandatory Equality & Diversity Training

Branch secretaries are requested to ensure that any person in their branch who has CWU rep responsibilities and has not yet completed their mandatory Equality & Diversity training are enrolled in the courses that are planned throughout the regions in the forthcoming months.

All reps must do the training – this includes divisional reps, area reps, unit reps and branch officers. For clarification on dates please contact either your regional secretary.

The training has been running now for over three years and there are still a substantial number of reps who have not completed the training. Your co-operation in this matter is greatly appreciated.
Equal Opportunities Department.

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Equality Conference Audit

Branches will be aware that those of you who have not sent a delegate to any of the CWU Equality Conferences over a three-year period

have been written to asking for an explanation as to why this is the case.

The department thanks the many branch secretaries who have responded positively outlining plans to make progress in these areas. Those branch secretaries who have not replied to the letter will shortly be receiving a letter from the general secretary and we advise you all to get your replies in as soon as possible.

For your information the LGBT and Disability Conferences have been very well attended but there were still a considerable number of CWU branches who did not attend.

The Women's Conference and Black Workers' Conference have been advertised via LTBs and the *Voice* and we hope to see an marked increase in branches attending these conferences too. Equal Opportunities Department.

HEALTH AND SAFETY

145 Safety Representatives – Accessing Information on the CWU/HQ Website

It recently came to my attention at a meeting that not all of our Safety Representatives were aware that they are able to read the Health, Safety & Environment Department issued Letters to Branches (LTBs) or Branch Officials Bulletins (BOBs) on the union's website and indeed they were unaware of how to access the 'members only' section of the CWU/HQ website where all this and much more Health and Safety Information is available.

As a result a number of Safety Representatives were completely unaware of important information and reports. This is the third such occasion that this has come to my attention in recent months involving Safety Reps from three different Business Units.

Safety Reps should be checking developments regularly by logging on the CWU website where they can read or download and print off information or request hard copy from the Health, Safety and Environment Department.

If any Safety Representative has not got a username/password for logging on the members' only part of the CWU website where all the LTBs and BOBs are located, along with other health, safety and environmental information, they will need to 'register'. This is done by clicking onto the "members" button at the top of the homepage, then enter their 9 digit membership number which is on their membership card. If they do not know it or cannot find it then the membership number can be obtained from the Branch Secretary or Union/HQ membership department.

They should not use old membership numbers on the old style membership cards which were replaced and numbers updated. The system will then ask them to choose a username of their own choice and from then on it is a simple process of logging on and obtaining all the up-to-date information, LTBs,

BOBs etc. that they need. Any problems with the website or access from then on they can contact website manager **Abigail Lawrence Jones** at **CWU/HQ** for assistance. Members and reps may also request to be added to the mailing list to receive emails – email Abi if you want to be on the list.

Would you please pass this message on to relevant people who you are aware of that may be one of those Safety Reps described above. Thanks for your assistance in this matter.

Any enquiries concerning the above to be addressed to **Dave Joyce** National Health, Safety & Environment Officer

146 ERICA in SPDOs

ERICA (Electronic Reporting of Incidents for Collating & Analysis) – the new Royal Mail Group wide Electronic Accident Reporting system.

Further to BOB No. 047/06, Paragraph 723 dated 15 December 2006 issued prior to the ERICA system 'go live' date of 15 January, questions, originally flagged up to the CWU/HQ Health, Safety & Environment Department by Area Reps were raised with Royal Mail in relation to how the ERICA system would work in SPDOs and we sought confirmation of the ERICA system arrangements for incident reporting in the 1500 rural SPDO offices across the country when Royal Mail introduced the new electronic reporting system as there were no managers or PC Terminals in small rural SPDOs.

Stephen Weston the Royal Mail ERICA Project Manager and Allan St John Holt Royal Mail Group Head of Safety confirmed to the CWU Health, Safety & Environment Department that SPDO accidents will be reported to the line manager concerned whether it be cluster DOM or the Delivery Office DOM that the SPDO is linked as the line manager concerned will have electronic access to ERICA. Where there is no cluster or parent DOM, it will be reported to the DSM or first line manager concerned.

Royal Mail see this as a positive move, because there will be a competent directly employed Royal Mail person dealing with the accident report and leading the investigation, supported by ERICA rather than a third party as at present in many of these locations.

Allan St John Holt Royal Mail Head of Safety stated that the basic issue is that all our people have line managers, regardless of their location, and Royal Mail expects the line manager to look after his or her people and put arrangements in place to do so. Mostly there will be policy to cover this, but not always.

The SPDO position is complicated because of the locations of them, but essentially the managers will have to use the system and make sure it works. Royal Mail HQ will do all it can to make it happen, but the ERICA system needs a computer to log on to and there is no possibility that a paper-based system can be retained to run in parallel with it. Royal

Mail HQ are happy to talk with the union regarding any problems encountered and any ideas for improvements will always be warmly welcomed they inform us.

As ERICA has now been up and running for two months this week, the Health, Safety & Environment Department would like to hear from any Area Safety Representatives or branches where problems have been experienced with ERICA in relation to SPDOs and any suggestions for improvements which will be forwarded to Royal Mail HQ.

All enquiries should be addressed to **Dave Joyce** National Health Safety & Environment Officer quoting **reference No. A3**.

TELECOMS

147 BT Wholesale: Broadband Banding Reviews

A number of unique activities were put under assessment and one in particular had been challenged by the union on the subsequent proposal leading to further delays, given the relationship between the assessment.

The Wholesale Executive team is now happy to report that the challenge has been upheld and all of the posts are now banded as C3. The posts in question, with their job description, associated business case and assessment is attached for the information of branches. Brian Healy Assistant Secretary

148 Network Field Engineering: Integrated Controls Job Descriptions

The attached job descriptions bring a close to this initiative as previously reported to branches and which has now been fully implemented. Brian Healy Assistant Secretary

149 BT Wholesale Customer Service: Team Coach Role

The notice of intent to refocus the role of the Team Coach was given in Branch Officials' Bulletin No .42/2006, paragraph 633.

- (a) The numbers not appointed or declining the realigned role has been nil
- (b) The numbers appointed into the substitute/cover role for the FLM panel has been 79 people in total across the sites that form the new substitute managers pool
- (c) The numbers of agency people appointed into the team coach role/FLM substitute panel has been nil which the Union sought assurances on however
 - There are seven agency/contractors across the sites in total that continue in the reviewed team coach role due to it being either an all agency team or that according to Customer Services they

have no interest from BT people to take on the role

- In Walsall they undertook a selection process for posts previously filled by contractors now to be replaced by BT people subject to sufficient interest and acceptance
- There are 2 agency/contractors doing temporary management cover in order to maintain sufficient management cover where it cannot be filled by BT people.

The above issues, which are more unsatisfactory, will be taken into consideration in the overall resourcing discussions with Customer Service.
Brian Healy
Assistant Secretary

150 **BT Wholesale: Network Operations – NCGC Job Description Review**

The NCGC job descriptions for CWU grades in this function have been drawn to the attention of head office, copies of which are attached to this Branch Officials Bulletin.

These have not been the subject of any consultation nationally and therefore are not agreed, as there are elements which are not acceptable and as currently drafted do not provide a span break definition between the C3 and D1 grades.

Branches will be advised of BT Wholesale's response.
Brian Healy
Assistant Secretary

151 **BT Wholesale: Power D1 Banding Review**

The union has been advised of a forthcoming job evaluation exercise.

A number of organisational changes across both Power Field Engineering (NLT6) and Power Delivery & Infrastructure (NRJG1) within the past 24 months, has led to 5 D1 job functions seeing changes.

Following a review of the job descriptions, management has stated that there is a business requirement to carry out a job evaluation to confirm all D1 roles are correctly positioned. A total of 13 individuals are affected.

The review will be completed using the NewGrid job assessment criteria with a target completion date of **30 April 2007**.

Management have give assurances that should the outcome of the review recommend that any current D1 grade be adjusted, then pay and pension protection rights will be applied to any employee directly impacted.

However, before any final decision is taken and implemented, we have reminded management and sought assurances that the evidence supporting any proposal will be shared with the union for discussion.

Brian Healy
Assistant Secretary

152 **BT Wholesale: Network Field Engineering Team Member Capabilities**

The attached Team Member capabilities are those amended from the standards published to branches in 2004.

They have not been the subject of any consultation with the union and therefore remain unagreed. As a matter of course the amendments and the lack of consultation has been taken up with BT Wholesale HR.

Brian Healy
Assistant Secretary

153 **BT Wholesale: Restructuring of 21CN Converged Core Programme Team**

Further to the news on the changing structure in Branch Officials Bulletin No. 9/20007, paragraph 136, the attached letter and associated organisation chart are an update.

Brian Healy
Assistant Secretary

154 **Pond: Status of Featurenet Provision**

This briefing should be read in conjunction with Branch Officials Bulletin No. 9/2007, paragraph 135.

This confirms the report given and names the owner of the contract that was not eventually signed.

Brian Healy
Assistant Secretary

POSTAL

155 **Cleanmail Advance**

Following the completion of the successful trial that was held at seven mail centres last year the consultation process with Postcomm that is required has been taking place in respect of the Cleanmail Advance product.

Royal Mail have advised us that this new product has now been cleared for deployment and that their intention is to launch it on **2nd April 2007** alongside the new tariffs. This product is one of the new packages contained in Royal Mail's portfolio that is being developed to hopefully compete against some of the private mail operators who are making inroads into the business traffic.

The Work Time Learning brief and Insight documents are available on the Royal Mail intranet and a hard copy will have been sent to managers at their offices but I have summarised below a brief description for information:

Cleanmail Advance

- Customers will be provided with a unique identifier that will be printed on their mail items (letters only at this stage).
- Mail will be presented in trays and processed through the mech (on dedicated Cleanmail

Advanced Op modes/mailstreams).

- AI will employ the unique identifier to confirm the address accuracy, and outward and inward mechanical processing capability for each item.
- The real time measurement will remove the requirement for accreditation, whole mailing machinability and risks from changes in clients' production quality.
- Revenue Protection will manually bill items that cannot be auto-billed.
- For every item that can be successfully processed, a 12% discount over the STL price is awarded which puts CMA in a position to compete with unsorted business letters under access contracts from competitors.

In addition to the above it will be my intention to circulate an electronic copy of the Insight documents to branches and Area Processing Representatives. It is expected that the Work Time Learning sessions will be carried out in mail centres over the next couple of weeks to ensure everyone is aware of the details of the product prior to the deployment.

All enquiries regarding this paragraph should be addressed as appropriate to **Martin Collins**, Assistant Secretary Indoor, quoting **reference number L.840.32**

EVENTS BULLETIN

October 2006 – June 2007: London Socialist Film Co-op Film Season.

Screenings held on second Sunday of the month from October to June 10.30 for 11 am. Screenings showing at Renoir Cinema, Brunswick Square, London WC1. Nearest tube Russell Square. Tickets cost £7.00, concessions £5.00. Discount to annual members £1.00. Tickets on sale from 10.30 am on day of screening. To book in advance tel **020 7837 1177** (12 noon to 8.00 pm) or go to **www.curzoncinemas.com** or visit the Box Office (12 noon to 8 pm).

Wednesday 14 March 2007 – Friday 16 March inclusive: 2007 TUC Women's Conference.

Will be held at Spa Complex, Scarborough. The conference will be addressed by the Deputy Minister for Women and Equalities, Meg Munn and the TUC General Secretary Brendan Barber. The TUC President will also address the conference along with several international guests including Agnes Jongerius, President FNV (the largest trade union federation in the Netherlands) and Lucia Matibenga, Vice President of the Zimbabwe Congress of Trade Unions. For more information contact **Rebecca Gill**, Policy Officer – Women's Equality **020 7467 1303 rgill@tuc.org.uk** or **Amanda Ling**, Departmental Secretary, Equality and Employment Rights Department **020 7467 1260 aling@tuc.org.uk**

24 March – 7 April: 2007: Anti-Fascist Fortnight. Delivering Hope not Hate.

The CWU are pleased to bring to branches attention details of the Anti-Fascist Fortnight, which is a campaign to show our opposition to the BNP. The campaign is being orchestrated by Searchlight. For more information contact **Dionne Gittens** on **020 8971 7356** or dgittens@cwu.org

Tuesday 20th March 2006: Justice for Colombia. Last year 80 trade unionists were assassinated in Colombia. Justice for Colombia is planning a commemoration event in front of the Colombian Embassy in London at 10am. The idea is that there will be 80 British trade unionists each holding a placard with the name/photo of one of the colleagues who was murdered during 2006. For more information contact **Liam** on **020 7794 3644** or liam@justiceforcolombia.org

Friday 23 March 2007: Age Discrimination – Are you Prepared? The Law and Good Practice. This free one-day workshop will be held at Broadway House, London SW1. Age discrimination legislation was implemented in the UK for the first time in October 2006. It will have a major effect on employers and employees in areas such as: Terms and conditions, Pay and service related benefits, Training, Dismissals and Retirement. For more information contact **Sarah Dawson** email sarah@ipa-involve.com or telephone **020 7354 8040**.

Saturday 24 March 2007: A day of hope. Thurrock anti-BNP day of action. At 1pm welcome 'The Mirror' Hope not Hate bus. To be held at the Beehive, West Street, Grays, Essex RM27 6XP – 10:30 to 15:00. For more information contact the **SERTUC** on **020 7467 1220**.

Monday 26 March 2007: TUC International Development Conference. 10:00 to 16:00. To be held at Congress House, Great Russell Street, London, WC1B 3LS. Although trade unions have a long history of international solidarity and have always been crucial agents of development all over the world, in recent years, international development has risen further up the union agenda. For more information contact: **Aisha Latif**, Project Assistant, EU & International Relations Department – Tel: **020 7467 1239**; fax: **020 7467 1343** or alatif@tuc.org.uk

Monday 26 March 2007: Social Policy Forum. To be held at Congress House – 10:30 to 03:30. A Social Policy Forum to brief unions on the Welfare Reform Bill and the contracting out of Jobcentre Plus employment services is to be held at Congress House on Monday 26 March, from 10.30am to 3.30 pm. The afternoon session will concentrate on contracting out. Chaired by Adam Lent (Head of Economic and Social Affairs at the TUC) the session will include speakers from the Department for Work

and Pensions and PCS. For more information contact **Emma Richards**, TUC, Congress House, Great Russell Street, London, WC1B 3LS – Tel: **020 7467 1258**, Fax: **020 7467 1317** email: erichards@tuc.org.uk

Tuesday 27 March 2007: Information and Consultation Workshop. The Involvement & Participation Association (IPA) is holding a workshop which is free to attend. In April 2007, the information and consultation of employees regulations will be extended to cover organisations employing 100 or more people. To help organisations newly covered by the regulations, and larger organisations that have not yet assessed the impact of the regulations, the IPA and employment law specialists from Pinsent Masons are holding a series of short briefings. For more information contact **Lorraine Modeste** on **020 7354 8040** or email lorraine.modeste@ipa-involve.com.

Wednesday 28 March 2007: Making Votes Count Against the Far Right. To be held at Boothroyd Room, Portcullis House, Westminster – 7.30pm. Voters are increasingly feeling cheated by the political system. All the major parties know that the outcome of a general election turns on a small number of swing voters in the key 'middle 'England' marginals. The meeting aims to open up a debate about how we might rebuild confidence in our politics by restoring and extending democracy, and in doing so ensure that the majority voice of those who respect their fellow citizens prevails. For more information contact **office@compassionline.org.uk**, www.compassionline.org.uk **020 7463 0633** or malcolm@makevotescount.org.uk, www.makevotescount.org.uk or **020 7928 2076**

Saturday 31st March 2007: March And Rally to Save Coventry Mail Centre. 10.00 a.m. assemble Millennium Place Coventry – 10.30 am March through Coventry to Speakers Corner – 11.15 am Rally at Speakers Corner. Speakers to include Billy Hayes, General Secretary, Dave Ward, Deputy General Secretary (Postal), Lee Barron, Midlands Regional Secretary, Des Arthur, Coventry Area Branch and Labour MPs – Coventry. It is hoped that many branches will attend and support this event. If you have any queries, then do not hesitate to contact the **Regional Secretary** on **07850 247191** or the **Coventry Branch** on **02476 552400**.

Thursday 12 April 2007: Trade Unions & the Muslim Community. To be held at Congress House, London, WC1B 3LS. The seminar will be chaired by General Council member Mohammed Taj and keynote addresses will be given by Brendan Barber, General Secretary of the TUC and Dr Abdul Bari. Planned seminar topics include 'The Muslim community at work – socio-economic issues', 'The media and portrayals of the Muslim

community', 'Countering the threat of the Far Right' and 'Good practice and examples from the work place'. For further information visit http://www.mcb.org.uk/article_detail.php?article=announcement-614

Wednesday 18th April 2007: National Pensioners Convention Eastern Region (AGM). Will be held at Moreton Community Centre, Symonds Road, Bury St Edmunds Suffolk at 1pm. For more information contact **Nobby Clark** on **07713 155575**.

Thursday 19th – Saturday 21st April 2007: Climate Change. Climate Outreach Information Network (COIN) and Ruskin College are presenting a two day residential course. It has been specifically designed for active trade union members who want an intensive course on climate change to cover all the basic science, social justice issues and actions that can be taken in relation to climate change. Speakers include Jo Hamilton, Climate Change Institute, Oxford University George Marshall, Climate Outreach Information Network and more. For more information contact **Tim Baster**, Climate Outreach Information Network (COIN), 16B Cherwell St, Oxford OX4 1BG, UK. Office Tel. **01865 727 911**, Mobile **07906 187 873** Email: tim@COINet.org.uk – Website: www.COINet.org.uk

Saturday 28 April 2007: Workers' Memorial Day. International commemoration of all workers who died at work, or through work-related illness. For more information visit www.icftu.org/ or www.hazards.org/

Wednesday 9 May 2007: New Labour – 10 Years On. To be held at Old Theatre, London School of Economics, Houghton Street – 18:30 to 20:00. Many children approaching adulthood today will not remember anything other than a Labour government. So 10 years on from that sunny Friday morning, the new dawn of New Labour, what has been achieved and how has Britain changed? What does it mean to be New Labour today, ten years on, and what big ideas will dominate the next ten years? Speakers include former MP Oona King, will assess the legacy of New Labour's decade, and debate its future, Rt Hon. Lord Neil Kinnock, Professor Lord Anthony Giddens, Ed Miliband MP, Stephen Twigg, Progress Chair and Director of the Foreign Policy Centre. For more information contact **Progress** on **020 3008 8180** or email office@progressives.org.uk

Monday 21st May 2007: Eastern Regional Retired Members' Committee Meeting. To be held in Community, Swinton House, 324 Gray's Inn Road, London WC1X 8DD at 11am. For more information contact **Nobby Clark** on **07713 155575**.

Saturday 30 June 2007: PCS/Words Short Story Competition 2007(closing date). For

the 3rd year PCS/WORDS Magazine is running a short story competition open to members of all UK trade unions. Prizes are: 1st £300, 2nd £200 and 3rd £100. All winning stories and commended entries will be published in WORDS Magazine and in an online anthology. Entry forms/guidelines are available on the WORDS website www.wordsmag.com (on the trade union pages) and you can download a poster from the PCS website – www.pcs.org.uk/learning

Friday 13th – Sunday 15th July 2007: Tolpuddle Martyrs’ Festival. On February 24th, 1834, six farm labourers from the Dorset village of Tolpuddle were arrested on a charge of taking part in an ‘illegal oath’ ceremony. In

the eyes of their masters, however, the real offence was that they had dared to form a trade union to defend their livelihood. For this they were sentenced to seven years’ transportation to the penal colonies of Australia. The sentences provoked an immense outcry, leading to the first great mass trade union protest. The campaign won free pardons and the Martyrs’ return to England. A historic episode in the struggle for trade unionists’ rights in Great Britain. For more information visit www.tuc.org.uk/tolpuddle

Sunday 15 July 2007: RISE – Anti Racist – Anti Fascist Music Festival. Location Clapham Common. For more information contact: **Darren Lewis, 020 7467 1220**



If you have anything for the events bulletin page please send your contribution to:

Marcia Murray
CWU Communication Department
150 The Broadway
Wimbledon SW19 1RX
Tel: **020 8971 7497**
Email: mmurray@cwu.org

Details must arrive nine days before publication and must include a contact phone number, brief summary of the event, email and website address. Listings are free, but inclusion is not guaranteed.