



# LTU Membership Application Form

## Your Details

Please complete in BLOCK CAPITALS and return the whole form to:  
Lloyds TSB Group Union, St John's Terrace, 3-7 Amphill Street, Bedford MK42 9EY.

Title: Mr, Mrs, Miss, Ms, Other		
Surname	Forename(s)	
Home Address		
Postcode		
Date of Birth	File/Payroll No	Mailing Code
Work Sort/Location Code	Branch/Office/Dept	

## Subscription Category

Part Time 15 hours or more (£4.35 p.m.)    
  Part Time less than 15 hours (£3.35 p.m.)    
  Bands 6, 7 & 8 and under age 25 (£7.15 p.m.)

Bands 6, 7 & 8 and age 25 + (£7.95 p.m.)    
  Bands 2, 3 & 4 (£8.95 p.m.)    
  Band 5 (£8.55 p.m.)

Pay Band - please specify  Other

Job Title

Date of joining Bank/Company

Home Telephone Number

Work Telephone Number

Signed

Date

"For the purpose of the Trade Union Act 1984 and other Statutory requirements I authorise the Union to use my work address as my 'proper address' to which any communications may be sent."



### Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form and send it to:  
Lloyds TSB Group Union, St John's Terrace, 3-7 Amphill Street, Bedford MK42 9EY

Originators Identification Number

8 3 0 2 7 1



<p>1. Name and full postal address of your Bank or Building Society</p> <p>To: The Manager Address <span style="float: right;">Bank or Building Society</span>  Postcode</p>	<p>4. Bank or Building Society Account Number <input type="text"/></p> <p>5. Lloyds TSB Group Union reference no. Subs <input type="text"/></p> <p>6. Instructions to your Bank or Building Society. Please pay Lloyds TSB Group 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 Lloyds TSB Group Union and, if so, details will be passed electronically to my Bank/Building Society.</p>
<p>2. Name(s) of account holder(s) <input type="text"/></p> <p>3. Branch sort code <input type="text"/></p>	<p>Signature(s) Date</p>

## The Direct Debit Guarantee

This Guarantee should be detached and retained by the Payer.

- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If an error is made by Lloyds TSB Group Union or your Bank or Building Society you are guaranteed a full and immediate refund from your branch of the amount paid.
- If the amounts to be paid or the payment dates change Lloyds TSB Group Union will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.

**To join LTU just call 01234 262868 and we'll do the rest.**

# Headlines

Lloyds TSB Group Union, St John's Terrace, 3-7 Amphil Street, Bedford MK42 9EY  
Tel: 01234 262868 Fax: 01234 262821 Email: 24hours@ltu.co.uk Web: www.ltu.co.uk

23rd January 2003

## Inside this issue

# C&G Staff Severance Terms Compared

## How To calculate The Redundancy Terms

## Other Features of Lloyds TSB Job Security Policy

**A**t an LTU Open Meeting for C&G Staff, the Union gave a presentation on why C&G Staff needed to be placed on an equal footing with other Group Staff.

Key examples of unequal treatment include levels of Pay, Grading, Redundancy Terms and Job Security arrangements.

So that staff can make their own judgement on whether they personally would be better off entitled to the Lloyds TSB Severance Terms or those agreed between C&G and its Staff Association, LTU has reproduced the relevant Redundancy Terms.

The key findings of LTU's analysis of how the respective Redundancy Terms compare are that:

- **For the overwhelming majority of C&G Staff, the level of Redundancy Terms entitlement is substantially better under the Lloyds TSB arrangements.**
- **Only where staff are in their fifties - and unusually for this age group with relatively short service - is it likely that they would be better off on the C&G Redundancy Terms.**
- **Because length of service is rounded-up**

**within Lloyds TSB, but rounded-down by C&G, LTSB Staff have an automatic advantage in calculating the amount of Redundancy Pay they are entitled to.**

- **Redundancy Pay is capped at 104 weeks pay under the C&G Redundancy Terms, whereas there is no such restriction under the Terms applying to Lloyds Staff with more than six years service.**

It had also been suggested - by those supporting retention of Terms and Conditions distinct from those operating across the rest of Lloyds TSB - that the more favourable Lloyds-heritage Redundancy Terms would not, apply to C&G Staff if moved on to harmonised terms and conditions of employment.

This is not a view that LTU shares. Staff must not lose out through a 'poverty of expectation'. The superior 'heritage' terms apply to all LTSB staff who began working for the Bank before 1997. LTU would not expect staff who had been employed by C&G before 1997 to be only entitled to Redundancy Terms as if they were new employees. In fact LTU has successfully argued the same point on behalf of a group of staff who had recently been outsourced by Lloyds TSB

# Comparing C&G and Post-1997 Redundancy Terms

LTU will first compare how the C&G Redundancy Terms compare with those which apply to Bank staff who joined Lloyds TSB on or after 1st January 1997.

Of course, the Union believes that C&G staff who joined before then should be entitled to the superior 'Lloyds-Heritage Terms'.

The Union's key observations when assessing how the two sets of Redundancy Terms compare are as follows:

- **Because the C&G Terms are based on completed years service, but the LTSB Terms are rounded up to the next complete year, Lloyds TSB Staff automatically receive an additional year's entitlement.**
- **For staff up to age 45, these LTSB Terms are clearly far superior to the entitlement of C&G Staff; in fact, in many cases they are worth twice as much.**

- **For staff between ages 46 and 49, whether or not staff are better off on the C&G or LTSB Terms depends upon length of service.**
- **For age 50 and over, staff would be better off on the C&G Terms. However, since the overwhelming majority of these staff would typically have begun their employment before 1997, they would instead be entitled to the superior Lloyds-Heritage Terms under LTU's proposals.**

It is important to remember that LTU's position is that where staff joined C&G before 1997 then they should not be transferred onto the Redundancy Terms that apply to new entrants, but instead on to those which would apply to Lloyds Staff with the same service.

LTU recently successfully argued the same principles when negotiating on behalf of a group of staff outsourced by the Bank.

## **C&G AND LLOYDS TSB (1997 ONWARDS) REDUNDANCY TERMS COMPARED**

This table shows how many years for each year of service. The amount of service is for completed years in C+G, but in LTSB is rounded up to the next complete year (i.e. an extra year)

<b>AGE</b>	<b>C&amp;G TERMS</b>	<b>LLOYDS TSB TERMS (FROM 1/1/1997)</b>
17-35	2 weeks per year	4 weeks per year
36-39	3 weeks per year	4 weeks per year
40-45	3 weeks per year	4 weeks per year + additional 2 weeks for service over age 40
46-49	5 weeks per year	4 weeks per year + additional 2 weeks for service over age 40
50-55	5 weeks per year	3 weeks per year <i>minus</i> 10% for each year over 50
56+	6 weeks per year	3 weeks per year <i>minus</i> 10% for each year over 50

*For both sets of terms, there is a maximum entitlement to 104 weeks pay.*

**To join LTU just call 01234 262868 and we'll do the rest.**

# Benefits of LTU Membership

Lloyds TSB Group Union (LTU) is the largest union representing staff from across the entire Lloyds TSB Group. With over 43,000 members, it is easily six times larger than any other organisation.

Because LTU concentrates on representing staff in the Lloyds TSB Group - and no-one else - then it is able to provide a level of services second to none.

LTU's superb membership benefits package includes:

- **A 24 Hour Advice Line Service**, which means that members can speak direct to an Official at any time; whether during the day, night or weekend. So members can phone whenever most convenient; whether from work or home. Last year over 17,000 LTU members contacted us for advice.
- **Regular Newsletters** - typically over 200 each year - which ensure that staff working across the Group always have detailed, authoritative information on hand concerning their rights, entitlements and any developments affecting them.
- **Negotiations by experienced Union Officials** who have each been dealing just with the Lloyds TSB Group for over 12 years.
- **Support from professional, highly trained Union Officials and Staff** who are dedicated to just providing support to staff employed within the Group.
- **A comprehensive package of discounts, benefits and savings** - providing savings on anything from supermarket shopping to insurance and holidays - which means that many of our members save hundreds of pounds each year and

recover their membership subscription many times over.

- **A unique free benefits package received by every member** including 14 days free worldwide travel insurance; free personal accident insurance; free income protection insurance and free will writing.

Though LTU represents only staff working in the Group, it is entirely independent of the Company and is certified by the government as an independent trade union. LTU is funded entirely by subscriptions from members. Every single one of LTU's Officials providing representation is directly employed by the Union. So their professionalism and independence is guaranteed.

## Want To Know More?

C&G Staff who would like to find out more about LTU - or the services the Union provides to Staff across the Lloyds TSB Group - can do so in any of the following ways:

- **Telephone LTU's 24 Hour Advice Line Service, during or outside normal working hours, on 01234 262868.**
- **Send an email to [Mark.Brown@ltu.co.uk](mailto:Mark.Brown@ltu.co.uk).**
- **Write to LTU's Bedford Office, using the address on the front page.**

LTU would welcome any comments from C&G Staff.

## To Join LTU

All you need do is complete the application form overleaf and return it to the Union's Bedford Office in the reply paid envelope provided.

Mark V Brown  
Assistant General Secretary

# Other Features of Lloyds TSB Job Security Policy

In addition to the level of Redundancy Payments, there are a number of other key features of the Lloyds TSB Job Security Policy which would mean C&G Staff would be better off transferring on to the same arrangements as colleagues working across all other parts of Group.

**Possibly one of the most obvious indications of how the respective Lloyds TSB and C&G Job Security Policies compare is the amount of detail provided in the 'Employment Policies & Practices' manuals. The C&G 'Security of Employment' section consists of just two pages, whereas LTSB's equivalent stretches to 22 pages!**

## Past Experience of C&G

LTU has already had experience of dealing with C&G Management during implementation of reorganisations and closures. During the closure of the TSB Homeloans operation in Glasgow (manned by TSB Staff but managed by C&G Management), LTU was heavily involved in representing staff effectively.

LTU found that there were significant differences in the approach adopted to reorganisations by C&G Management compared to LTSB Management.

Even where redundancies were avoided, some of the key concerns related to the type of jobs staff were expected to transfer into; many being unacceptable to staff.

In this instance, LTU was able to successfully use the Job Security Appeals Procedure which operates within LTSB to ensure that several staff were not forced to accept other jobs which they considered unsuitable as a result of the closure.

## Key LTSB Job Security Arrangements

LTU's involvement in effectively representing the needs and concerns of Lloyds TSB staff - both at an individual and collective level - has meant that, despite considerable reorganisation there have been very few compulsory redundancies and staff have successfully avoided being pressurised into accepting unsuitable alternative jobs.

Key features of the Lloyds TSB Job Security Policy include:

- **Detailed guidelines which help determine what are and are not considered to be suitable alternative jobs.**
- **A Job Security Appeals Procedure which means that any staff affected by reorganisations who are concerned about their selection for redundancy, or are unhappy about the alternative job they are offered, can appeal against the decision with full union representation. The Appeals Panel consists of an equal number of Bank and Union nominees.**
- **Detailed procedures to minimise the impact of any redundancies on Permanent Staff.**
- **A Voluntary Severance Register which means that, when facing a Redundancy Situation, LTSB is obliged to seek volunteers for redundancy amongst staff not directly affected before resorting to making**

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# Lloyds-Heritage Redundancy Terms Explained

All staff who began working for Lloyds Bank on or before 31st December 1996 are entitled to the Lloyds-Heritage Voluntary Severance and Voluntary Early Retirement Terms in case of voluntary or compulsory redundancy.

These Redundancy Terms are amongst the most attractive available anywhere in the UK, and for many C&G Staff are worth more than twice what they would receive under the C&G Redundancy Terms.

LTU believes that all staff who were employed by C&G before 1997 should be transferred on to the Lloyds-Heritage Redundancy Terms and not limited to the less attractive Redundancy Terms detailed on the previous page.

When comparing the C&G and Lloyds-Heritage Redundancy Terms, the most notable differences are as follows:

- **All staff up to age 50, irrespective of length of service, would be better off on the Lloyds-Heritage rather than C&G Redundancy Terms.**
- **Most staff would receive at least 50% more Redundancy Pay under the Lloyds-Heritage rather than C&G Redundancy Terms.**
- **To take a not uncommon example, someone at age 34, with 7 years service and earning £25,000, would be entitled to the following Redundancy Payment under the two respective schemes:**

- **C&G Terms**                      **£6,731**
- **Lloyds Terms**                      **£14,423**

- **Whilst C&G Staff are capped at a maximum Redundancy Payment of 104 weeks pay, Lloyds-Heritage Staff are not subject to any such artificial limitation.**
- **Only between age 53 and 57 only are staff likely to be entitled to higher Redundancy Payments by being in the C&G Redundancy Scheme.**

Under the Lloyds Scheme, once staff reach age 50 then the lump-sum Redundancy Payment begins to reduce but instead staff receive an immediate, non-actuarially reduced pension.

Details on how to calculate the Lloyds-Heritage Redundancy Terms are provided overleaf.

# Lloyds Heritage Staff; Pre-1997

The VS/VER Terms detailed on these pages apply to staff who joined Lloyds Bank on or before 31st December 1996.

- Voluntary Severance (VS) applies to staff under 50 and Voluntary Early Retirement (VER) to staff aged 50 or over. Pa
- For leavers under VS, a preserved pension based on the length of pensionable service at the date of leaving will be
- Leavers under VER will, in addition to the severance payment, receive a non-actuarially reduced pension based on t

AGE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
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58	17.00	18.00	19.00	20.00	21.00	22.00	23.00	24.00	25.00	26.00	27.00	28.00	29.00	30.00	31.00	32.00	33.00	34.00	35.00	36.00	37.00	38.00	39.00								
59	17.00	18.00	19.00	20.00	21.00	22.00	23.00	24.00	25.00	26.00	27.00	28.00	29.00	30.00	31.00	32.00	33.00	34.00	35.00	36.00	37.00	38.00	39.00	40.00							

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