



THE FIRE BRIGADES UNION

THE EXECUTIVE COUNCIL POLICY STATEMENT FAIRNESS AT WORK STRATEGY GROUP

ANNUAL CONFERENCE 2002



THE FIRE BRIGADES UNION

**THE EXECUTIVE COUNCIL POLICY STATEMENT
FAIRNESS AT WORK STRATEGY GROUP**

ANNUAL CONFERENCE 2002

FAIRNESS AT WORK STRATEGY GROUP'S REPORT TO ANNUAL CONFERENCE 2002

The National Fairness at Work Committee met on 5th June 2001, following Annual Conference agreeing to the setting up of a Fairness at Work Strategy Group to review the FBU's equality policies and procedures.

The National Fairness at Work Committee elected the following delegates;

Caroline Williams	Region 8 Fairness at Work Rep.,
Joe Heeney	Region 10 Fairness at Work Rep.,
Vicky Knight	National Women's Committee Fairness at Work Rep.,
Stewart Brown	National Gay & Lesbian Rep.,

from within the committee, to work with the Vice President Ruth Winters and Geoff Ellis National Officer with responsibility for fairness at work, as the Fairness at Work Strategy Group.

The National Fairness at Work Committee, at their meeting on 5th June, discussed in detail the method for the fairness at work review and prioritised the issues they felt the Strategy Group should examine. Following the meeting, the Strategy Group sent out a Fairness at Work questionnaire (Appendix 1), to all Brigade/Regional/National Sectional Committees'. Of the 78 questionnaires sent out 47 were returned. A summary of Section A is attached as Appendix 2.

Section B of the questionnaire dealt with training/education within the Union. Section C dealt with Rules and Policies and Section D was for any other comments.

The Strategy Group spent a considerable amount of time analysing the returns in conjunction with the issues raised by the National Fairness at Work Committee and the remitted resolutions from Annual Conference 2001. They also considered the resolutions passed at the National Sectional Annual General Meetings 2000.

The contents of this report were further discussed, and agreed, by the National Fairness at Work Committee on the 14th November 2001.

The issues examined by the Strategy Group fall into the following main categories:

- 1. Rule changes.**
- 2. Representation Policy.**
- 3. Education/Training.**
- 4. Helpline.**
- 5. Legislation.**
- 6. All Different All Equal Document.**

1. Rule Changes

The Strategy Group considered the following issues, which will require changes to FBU Rules. We have explained the recommended principle position in the following paragraphs; however these Rule Changes will be dealt with separately, in the rule change debate at Annual Conference 2002.

Annual Conference

The National Sectional Committees raised the issue of taking resolutions from their Annual General Meetings to Annual Conference. The Strategy Group discussed this issue and agreed to raise it with the Executive Council. The FBU has been at the forefront within the TUC in pushing for TUC Minority Committees to be allowed to take resolutions to the TUC Congress. The Strategy Group and Executive Council feel that by allowing our sections to take 3 Resolutions to Annual Conference, we will increase the potential of equality debates at Annual Conference. The Executive Council therefore recommends in principle changes to Rule 7 and a change to the Standing Orders of Annual Conference and to the Standing Orders for the National Sectional Annual General Meetings.

Elections

Chairs and Secretaries of National Sectional Committees have under the Rule Book equal status to Regional Officials. However, unlike Regional Officials, who are elected by ballot of their constituent membership, Chairs and Secretaries of National Sectional Committees are elected by their Committee. The Strategy Group and Executive Council firmly believe that this is an anomaly that needs to be rectified. The Executive Council are therefore recommending in principle a change to Rules 18 and 22, which will mean National Sectional Chairs and Secretaries will be elected by ballot of their constituent members.

Career Breaks

The issue of members' contributions during career breaks was raised with the Strategy Group. The Strategy Group therefore wrote to a number of other Unions to ascertain policies already in existence. Following a number of mixed returns, the Executive Council is recommending, in principle, changes to Rule 5, which will mean members taking a career break will be exempt from payment for the first 12 months and thereafter will be required to pay an annual contribution of £25. The Executive Council further recommends the principle that members on recognised career breaks shall neither hold office nor have voting rights.

Internal Union Discipline

An anomaly exists in the Rule Book whereby a member found guilty of an offence under Rule 26(1)(d) is automatically barred from holding office within the Union; however an Official found guilty of this offence is not. The Executive Council is recommending in principle, that this anomaly be addressed. However following legal advice the Executive Council also felt that the position was potentially very harsh, should a member commit a minor offence and be given a reprimand to automatically ban them from office. The Executive Council are therefore recommending, in principle, changes to Rules 8A, 8B, and 26 which addresses the anomaly and give the option of a ban from holding office to all members and/or officials found guilty of committing an offence under Rule 26(1)(d).

Rule 26(1)(d) states that it is an offence for a member to discriminate against, harass or bully another on the grounds of race, creed, sex or sexual orientation. The Strategy Group and Executive Council believe this definition should be widened and the Executive Council have therefore recommended in principle changes to this Rule.

Concerns were raised with the Strategy Group regarding a possible conflict where a Regional Committee makes a decision on a representation request and then the same Regional Committee hears an Internal Union Discipline complaint for the same member on the same case. The Executive Council is therefore recommending, in principle, a change to Rule 26, which would enable the member to be given the option to have the complaint heard by a different Regional Committee.

Representation Policy

The FBU's representation policy for members accused of bullying and/or harassment has in the past had no direct link to the Rule Book. Following legal advice, the Executive Council are recommending in principle, changes to Rule 25, which would bring our current representation policy into the Rule Book.

Inclusiveness

The Executive Council are recommending in principle a change to Rule 3 to be more inclusive in respect of Gay and Lesbian members.

Final Appeals Committee

The Final Appeals Committee consists of one Regional Official from each Regional Committee only and does not therefore represent some of the recent changes within the FBU. The Executive Council is therefore recommending, in principle, a change to Rule 26(4)(b) which will extend the Final Appeals Committee to include either the Secretary or Chair of each of our National Sectional Committees.

2. Representation Policy

A number of Committees had comments and recommendations to make on certain aspects of our Representation Policy. The Strategy Group discussed and considered the comments received, along with the resolutions remitted to Annual Conference 2001.

Time Limits

Some Committees felt that the time limits for investigations under the Representation Policy are too short. Others however, felt that the time limits were too long. The Strategy Group and Executive Council feel that the time limits are adequate, especially as there is a facility to extend them if necessary. Also, investigations can be undertaken in a shorter period if the individual case allows.

Appeals Committee

The current representation policy states that an Executive Council Discipline Sub Committee will hear appeals against the Regional Committees decision. The Executive Council believes

this could possibly create a number of conflicts of interest, should a member appeal against a decision of the Regional Committee and subsequently have the case heard under Internal Union Discipline by the Executive Council Discipline Sub Committee.

Recommendation 1

The Executive Council establish a new Representation Appeals Committee to hear representation appeals. The committee will comprise of a National Officer (to act as Secretary), the Vice President and 4 EC Members, to be nominated by the Executive Council as and when required.

Representation Prior to the Regional Committee

Some Committees raised the issue of representation prior to the Regional Committee decision (as used to be the case). The Executive Council strongly believe that FBU policy should not revert to this position and that we continue to only grant representation in cases of bullying and/or harassment after the Regional Committee has determined an arguable defence.

Requests for representation for Officials accused of bullying and/or harassment

The Strategy Group was made aware of potential problems with representation requests for members of Regional Committees. We need to ensure that our procedures are seen as impartial and are not biased in any way. The Executive Council therefore recommends the following procedure for representation requests for Officials accused of discrimination, bullying and/or harassment.

Recommendation 2

If a Regional Secretary receives a request for representation from any Official, as defined in Rule 8A(1)(a) and 8A(1)(b)(i) and the circumstances require an investigation under the representation policy, he/she shall inform the Executive Council member.

The Executive Council member shall act as the investigator (with the assistance of a Regional Official) under the policy and shall inform the National Officer who has been nominated to act as the Secretary to the Representation Appeals Committee.

The National Officer will then take on the role of the Regional Secretary and the Representation Appeals Committee will take on the role of the Regional Committee.

Appeals under this procedure will be made in writing to the General Secretary and will be heard by the Final Appeals Committee.

If an Executive Council member, National Officer, Assistant General Secretary, President or Vice President requests representation they should write to the General Secretary who will appoint an investigator. The request will be heard by the Representation Appeals Committee.

If the General Secretary requests representation under this policy, he/she should write to the President, who will appoint an investigator. The request will be heard by the Representation Appeals Committee and any appeal will be to the Final Appeals Committee.

New Evidence

One of the resolutions remitted to Annual Conference 2001 was seeking an addition to the policy to enable the Regional Committee to re-hear a representation request should new evidence come to light, regardless of the previous decision of the Regional Committee. At present, this is only the case if representation has been granted. The Executive Council believes Regional Committees should be able to re-hear a case if there is any substantial and/or compelling new evidence but this should only occur after any appeal is concluded and can only relate to such evidence coming to light after that date or (where there is no appeal) after the period for appealing has expired.

Recommendation 3

The representation policy be amended to clearly state that after any appeal has been concluded, a Regional Committee is able to re-hear a representation request should any substantial and/or compelling new evidence come to light after any such appeal or (where there is no appeal) after the period for appealing has expired.

Documentation

Under the current representation policy both the applicant and complainant have the right to appeal against the decision of the Regional Committee. However, only the applicant gets a copy of the investigation paperwork. The Executive Council believes this to be unequal.

Recommendation 4

That both parties be given the same documentation and rights to comment, prior to the Regional Committee and the same documentation and rights to appeal against the decision afterwards.

Policy Re-write

The Executive Council are of the opinion that a number of the minor problems encountered by Officials when applying the representation policy, are due to the fact that the policy, as published in the All Different All Equal document, is not written in a very user friendly manner.

Recommendation 5

That the representation policy and guidance be re-written, by the Fairness at Work Strategy Group, in a much more user friendly manner and in line with the policy decisions agreed by Annual Conference.

Standard Guidance

The Executive Council is aware that a number of Regions have been implementing the policy slightly differently. Upon repeated requests for guidance the Executive Council believes it would be of benefit to standardise procedures.

Recommendation 6

The Fairness at Work Strategy Group produce, in consultation with Thompsons

Solicitors, standard guidance for Representation investigations and hearings. This guidance will be agreed by the Executive Council following consultation with Regional Committees and will be included in the All Different All Equal document.

Contact Point for Members

The issue of a contact point for members involved in representation requests was raised with the Strategy Group. One Region was recommending that a Brigade Official be appointed to 'both sides' involved in a harassment complaint/investigation.

The Regional Secretary is the only person in the Region who is in possession of all the procedural information required to assist members with guidance whilst the investigation is going on. The Executive Council believes that the proposed re-write of the Representation/All Different All Equal policy will assist in giving guidance to members involved in harassment complaints/investigations.

Recommendation 7

That the Regional Secretary normally be identified as the contact point for all members involved in 'both sides of a harassment complaint/investigation'.

3. Education/Training

The Executive Council is extremely concerned at the lack of equality education/training taking place within the FBU. A number of Brigade Committees are now entering into joint training arrangements with their Fire Authorities/management. However, this cannot be used for a substitute for politically based equality education within the Union.

As training/education was not directly within the Strategy Group's remit, they have not spent a lot of time looking at the specific needs. However, the Executive Council strongly recommend a national review of the equality education/training policy within the Union, to be undertaken by the Executive Council.

There is a distinct lack of training for Officials who carry out investigations under our representation policy, the Executive Council recommend that a National Syllabus be devised for this training so that all Regions can receive the same standard of training.

There is also a need to reinstate regular Regional/Brigade Equality Schools, which can look at the politics of equality. The Executive Council would like any future equality education/training policy to include Officials at all levels within the Union.

Recommendation 8

The Executive Council review the equality education/training policy within the Union.

4. Helpline

As part of the review, the Strategy Group visited the FBU Helpline to see if improvements could be made to services for members. It is clear from the type of calls received by the helpline that a number of members are unaware of the exact service offered by the helpline.

There is some confusion between this helpline and Thompsons legal aid network.

The Executive Council is concerned that many members may not be aware of the Freephone telephone number (0800 783 4778) and the fact that the Helpline is staffed 24 hours a day by trained counsellors.

Recommendation 9

The Executive Council recommends that the helpline be re-launched under the name of the FBU Confidential Stress & Counselling Helpline.

5. Legislation

The Strategy Group met with solicitors from Thompsons to discuss any new equality legislation that may affect the Fire Brigades Union policies/procedures. There are a number of issues, mainly regarding the Disability Discrimination Act, which will clearly affect us in the future. There are also a few issues under the Human Rights Act we should be aware of, these are dealt with under different sections of this report. The Executive Council will continue to keep members informed of any developments.

6. All Different All Equal Document

There are a number of policies in the All Different All Equal document, which have been agreed by the Executive Council and/or Conference. The Executive Council would like to update some of these policies and include them in a new version of the All Different All Equal document, which can incorporate all FBU documentation and advice relating to equality issues.

TUC Sectional Committees

The current FBU policy states that the Executive Council member representing Women and B&EMM will be the FBU's nominee to their respective TUC Committee (i.e. TUC Women's Committee and TUC Black Workers' Committee).

Recommendation 10

That this policy be extended to cover any future EC member representing Gay & Lesbian members, who will then be the FBU's nominee to the TUC Gay & Lesbian Committee.

Labour Party Conference Delegation

The Executive Council agreed in 1999, to extend our delegation to the Labour Party Conference to the President, General Secretary and 4 EC members (instead of President, General Secretary and 2 EC members). This was in an attempt to encourage more participation from B&EMM and Women members. However, due to a number of members withdrawing their political fund from the Labour Party, this position has never been achieved.

The Executive Council therefore recommends that the current position in the All Different All Equal document (i.e. President, General Secretary and 2 EC members) remains. This would allow Executive Council members representing B&EMM and women members (and in the

future Gay & Lesbian members), to attend Labour Party Conference if they are members of the Labour Party. However, the final decision on delegates will remain with the Executive Council.

Recommendation 11

The current position in the All Different All Equal Document (i.e. President, General Secretary and 2 EC Members) remains as our current policy.

Ethnic Monitoring

There has recently been some confusion within the Union over ethnic monitoring specifically regarding which members are entitled to participate in B&EMM activities. The Executive Council have agreed (following consultation with B&EMM Officials) that the FBU follow the guidance from the Department of Transport Local Government and Regions (DTLR) and Commission for Racial Equality (CRE), which was also used for the 2001 census. This guidance sets five main groups for monitoring purposes, which are then sub-divided into further groups. Only those members classified within groups 2, 3, 4 and 5 are classed as ethnic minorities.

1. White
British
Irish
Any other white background
2. Mixed
White & Black Caribbean
White & Black African
White & Asian
Any other mixed background
3. Asian or Asian British
Indian
Pakistani
Bangladeshi
Any other Asian background
4. Black or Black British
Caribbean
African
Any other Black background
5. Chinese or other ethnic group
Chinese
Other

Recommendation 12

The Strategy Group recommends that the above definition be put into the new All Different All Equal document, so that all members are aware of who can and cannot partake in B&EMM activities/elections etc.

APPENDIX 1

Please fill in which Brigade, Section or Region you are representing on this form.

Brigade/Section/Region.....

SECTION A

FBU STRUCTURES

1. Do you have an Official on your Committee representing the following sections/positions?
If so, do they hold any other positions?

BBEM

☐

Other positions
.....

GAY & LESBIAN

☐

Other positions
.....

WOMEN

☐

Other positions
.....

FAIRNESS AT WORK

☐

Other positions
.....

Please state name of your Fairness at Work Representative.

.....

2. Does your Committee have fully functioning Sub Committees for the following?

How often do they meet?

BBEM

.....

GAY & LESBIAN

.....

WOMEN

.....

**FAIRNESS AT
WORK**

.....

If not, what problems have you encountered and do you have any separate provisions in place to deal with these issues?

.....

.....

.....

.....

.....

Please continue on a separate sheet of paper if required

3. Do you have any positive comments or suggestions to improve the FBU's Equality structures?

.....

.....

.....

.....

.....

Please continue on a separate sheet of paper if required

SECTION B

FBU TRAINING/EDUCATION

1. What Fairness at Work education has your Committee held for FBU reps/members in the past 12 months? Please list.

.....

.....

.....

Please continue on a separate sheet of paper if required

If none, please state reason

.....

2. How many members/Officials from your Committee have attended any FBU Fairness at Work training in the past 12 months?

.....

3. Has your Committee held any formal training for Officials carrying out investigations under the All Different All Equal Policy?

YES

☐

NO

☐

If yes;

i) How many courses have been run?

ii) Who facilitated the course(s)?

iii) Was the training successful?

YES

☐

NO

☐

iv) How many people were trained?

4. Do you/your Committee have any constructive suggestions/ideas for improving/developing Fairness at Work training for FBU Officials/members?

.....

.....

.....

Please continue on a separate sheet of paper if required

SECTION C

RULES AND POLICIES

1. Representation Policy – Regional Committees only

Have you/your Committee encountered any specific difficulties in implementing the FBU's Representation Policy?

YES

☐

NO

☐

If yes, please explain as fully as possible what the difficulties were and how you eventually resolved them.

.....

.....

.....

.....

.....

.....

.....

.....

Please continue on a separate sheet of paper if required

What changes would you/your Committee like to see to the Policy that would assist in its implementation?

.....

.....

.....

.....

.....

.....

.....

.....

Please continue on a separate sheet of paper if required

2. Have you/your Committee experienced any specific difficulties in implementing any other Equality Policies/Rules within the FBU?

YES

☐

NO

☐

If yes, please explain as fully as possible

.....

.....

.....

.....

.....

.....

.....

.....

.....

Please continue on a separate sheet of paper if required

3. Are there any specific Rules or Policies you/your Committee would like the Strategy Group to look at?

YES

☐

NO

☐

If yes, please list areas with specific suggestions, if appropriate

.....

.....

.....

.....

.....

.....

.....

.....

.....

Please continue on a separate sheet of paper if required

SECTION D

ANY OTHER COMMENTS

Please write any other comments/suggestions you/your Committee wish to add, which may assist the Strategy Group in the review.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Please continue on a separate sheet of paper if required

APPENDIX 2

	B&EMM	O-POS	G&L	O-POS	WOMEN	O-POS	FAW	O-POS
REGION 1	No		Yes	Nat Sec	Yes	Contro Rep	Yes	Brig Sec
Strathclyde	No	—	Yes	Nat Sec	Yes	Reg Rep	Yes	Div Rep
L&B	No		No		Yes		Yes	
Tayside	No	—	No	—	Yes	—	Yes	Brig Chair
Grampian								
Central								
H&I								
Fife	No	—	No	—	No	—	Yes	V/Chair
D&G	No	—	No	—	No	—	Yes	
REGION 2	No	—	No	—	Yes	CSNC Rep	Yes	No
REGION 3								
Tyne & Wear								
Cleveland	No		No		No		Yes	Br/Sec
Durham								
N/berland								
REGION 4	Yes	Branch/S	No	—	No	—	Yes	Reg Chair
W. Yorkshire	No	—	No	—	No	—	Yes	Brig Sec
N. Yorkshire	No	—	No	—	Yes	No	Yes	No
S. Yorkshire	Yes	No	No	—	Yes	Bran/Rep	No	—
Humberside	No	—	No	—	Yes	No	Yes	Yes
REGION 5								
GMC								
Lancashire								
I.O.Man								
Cumbria								
REGION 6	Yes	Nott V/Cha	No		Yes	No	Yes	No
Notts								
Derbyshire	Yes	No	No	No	Yes	No	Yes	Brig Chair
Leicester	Yes	No	No		No		Yes	Brig Chair
Lincoln	No	—	No	—	No	—	Yes	—
Northampton	Yes	—	No	—	No	—	Yes	Ass/Sec
REGION 7	Yes	No	Yes	No	Yes	No	Yes	Brig Sec
H/Worcester								
W. Midlands								
Staffs	No	—	No	—	No	—	Yes	Bran/Sec
Warwick								
Shropshire	No		No		No		Yes	Bran/Sec

	B&EMM	O-POS	G&L	O-POS	WOMEN	O-POS	FAW	O-POS
REGION 8	Yes	—	No	—	No	—	Yes	—
S. Wales	No	—	No	—	Yes	Control	Yes	Div/Chair
N. Wales	No	—	No	—	No	—	Yes	CSNC
M/W. Wales	No	—	No	—	No	—	Yes	Area Sec
REGION 9	Yes	No	No		Yes	Branch/Offic	Yes	No
Merseyside	No		No		Yes	Branch/Offic	Yes	No
Cheshire	Yes		No		Yes		Yes	
REGION 10	Yes	No	Yes	Brig Rep	Yes	Faw Rep	Yes	No
Hertford								
Cambridge	Yes	Brig Chair	No		Yes	Reg Rep	Yes	NWC Rep
Bedford	No		Yes	G&L Chair	No		Yes	Branch Rep
Essex	Yes		No		Yes	Reg Rep	Yes	
Norfolk	No		No		Yes		Yes	
Suffolk	No		No		Yes		Yes	Branch Rep
REGION 11	Yes	Group Sec	Yes		Yes		Yes	Reg Treasu
REGION 12								
Kent								
Surrey								
E. Sussex	No		No		Yes	Branch Rep	Yes	
W. Sussex								
REGION 13								
Oxford	No		No		No		Yes	Branch Sec
Bucks	Yes		Yes	Reg Rep	Yes		Yes	
Berkshire	Yes		No		No		Yes	Branch Rep
Hampshire								
Dorset	No		No		Yes		Yes	
I.O.Wight								
REGION 14								
Avon	No		No		Yes		Yes	
Gloucester								
Wiltshire								
Somerset	No		No		No		Yes	Branch Ch
Devon								
Cornwall								
SECTIONS								
Women							Yes	Nat Sec
B&EMM								
Officers								
Retained					Yes		Yes	
Control								
G&L	No		No		No		Yes	Nat Sec

	B&EMM	MEET	G&L	MEET	WOMEN	MEET	FAW	MEET
REGION 1 D&G Strathclyde L&B Tayside Grampian Central H&I Fife	No No No		No No No		Yes No Yes	Ad Hoc Just Setup	Yes Yes Yes	Ad Hoc 6 Weeks Quarterly
REGION 2	No		No		Yes	Regular	Yes	Regular
REGION 3 Tyne & Wear Cleveland Durham N/berland	No		No		No		Yes	Bi-monthly
REGION 4 W. Yorkshire N. Yorkshire S. Yorkshire Humberside	No No No No No		No No No No No		No No No Yes Yes	Quarterly Monthly	Yes Yes Yes Yes Yes	Quarterly Quarterly Monthly Quarterly Monthly
REGION 5 GMC Lancashire I.O.Man Cumbria	No		No		Yes	Ad Hoc	Yes	Ad Hoc
REGION 6 Notts Derbyshire Leicester Lincoln Northampton	Yes Yes No No No	?? Quarterly	No No No No		Yes Yes No No No	Ad Hoc As Require	Yes Yes Yes No Yes	6wk-3mon ? 6 Weeks Quarterly
REGION 7 H/Worcester W. Midlands Staffs Warwick Shropshire	Yes No	Quarterly	No No		No No		Yes No	Quarterly

	B&EMM	MEET	G&L	MEET	WOMEN	MEET	FAW	MEET
REGION 8 S. Wales N. Wales M/W. Wales	No No No No		No No No No		Yes No No No	Arr By Rep	Yes No No No	Arr By Rep
REGION 9 Merseyside Cheshire	No No No	Tried!!	No No No		Yes Yes No	Bi-monthly Bi-monthly	Yes Yes No	Bi-monthly Bi-monthly
REGION 10 Hertford Cambridge Bedford Essex Norfolk Suffolk	Yes No Yes No No	Infrequent Quarterly	Yes No No No No	Infrequent	Yes No Yes No Yes	Quarterly Monthly 6 Weeks	Yes No Yes No Yes	Quarterly Quarterly 6 Weeks
REGION 11	Yes	2 Months	Yes	Ad Hoc	Yes	Quarterly	Yes	Quarterly
REGION 12 Kent Surrey E. Sussex W. Sussex	No		No		No		Yes	Quarterly
REGION 13 Oxford Bucks Berkshire Hampshire Dorset I.O. Wight	No No No No		No No No No		No No No No/Yes	Not Subcom	No Yes No No	Met Twice
REGION 14 Avon Gloucester Wiltshire Somerset Devon Cornwall	No No		No No		No No		Yes Yes	Monthly Const Conta
SECTIONS Women B&EMM Officers Retained Control G&L	No No	No	No No	No	No No	No	No No	No Should Have



Published by the
Fire Brigades Union
Bradley House, 68 Coombe Road, Kingston upon Thames KT2 7AE
Printed by
The College Hill Press Ltd (TU), London & Worthing