

UNISON CYMRU/WALES

LOCAL GOVERNMENT COMMITTEE CONSTITUTION

1. NAME

The Committee will be known as the UNISON Cymru/Wales Local Government Committee.

2. AIMS

The Committee's main aims are:

- 2.1** To develop effective UNISON trade union membership and organisation within all local authorities and associated employers.
- 2.2** To defend and advance the pay, conditions and job security of UNISON members employed in local authorities and associated employers.
- 2.3** To defend and promote public service with local authorities and associated employers and campaign against cuts and privatisation.
- 2.4** To raise awareness and promote all aspects of equality within local authorities and associated employers.
- 2.5** To develop and maintain a high public profile for UNISON within local government and amongst associated employers.
- 2.6** To seek to influence local authorities, associated employers and the Welsh Assembly Government, to adopt and pursue policies beneficial to the public sector and UNISON members.
- 2.7** To establish joint working arrangements with other affiliated local government and associated employer trade unions for bargaining purposes and for pursuing issues of common interest.

3. Functions of the Committee shall be:

- 3.1** To monitor UNISON membership, recruitment and density of trade union membership by local authority and associated employer and initiate membership recruitment campaigns as appropriate.
- 3.2** To monitor the number of UNISON stewards by local authority and associated employers and the election and appointment of new stewards and ensure appropriate training is available.

- 3.3 To support the implementation of UNISON's National Local Government and associated employer policies and initiate and develop campaigns in respect of local government and associated employers.
- 3.4 To advise the National Local Government Service Group Executive on matters of policy and assist in its development.
- 3.5 To discuss, determine and submit, as appropriate, motions for the UNISON Local Government Conference.
- 3.6 To ensure UNISON representation on outside bodies pertinent to local government and associated bodies, where appropriate.
- 3.7 To elect UNISON local government and associated employer representatives to the Wales TUC.
- 3.8 To elect representatives to the appropriate posts and committees within the UNISON Cymru/Wales structures and appropriate UNISON national structures.

4. Fair Representation and Proportionality

- 4.1 The Local Government Committee is committed to proportionality and fair representation in the belief that UNISON will be a more democratic organisation and that members' interests and aspirations will be best furthered by representation across the full spectrum of membership regardless of gender, sexuality, ethnicity, disability, or occupational grouping.
- 4.2 In accordance with UNISON rules, it will be the Committee's policy to encourage branches and other groups to elect workplace and other representatives in accordance with the principles of fair representation and proportionality.

5. Meetings

- 5.1 The Cymru/Wales Local Government Committee will meet at least 4 times a year, usually on a quarterly basis.
- 5.2 The first meeting of every second year will be a biennial general meeting at which the Cymru/Wales Local Government Committee will elect:
 - a Chairperson
 - a Vice Chairperson
 - the Cymru/Wales Local Government Committee Executive Members
 - Delegates to associated bodies
 - Delegates to appropriate committees in Cymru/Wales and the UK nationally.
- 5.3 Special meetings of the Committee may be called, where necessary, by the Chairperson and Vice Chairperson, in consultation with the Secretary.
- 5.4 Special meetings of the Committee may be called by branches by way of a written request to the chairperson from one third, or more, of the branches entitled to send representatives.

6. Membership of the Committee

6.1 Local Government, Further Education, WJEC, and Welsh Assembly Government representation from branches to the Cymru/Wales Local Government Committee will be on the basis:

2 representatives per branch	1 general delegate 1 female delegate
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6.2 Other Sectors & Other Professional Groups

6 th Form and Further Education Colleges	1 general delegate
Careers Service Wales	1 general delegate
The National Parks	1 general delegate
The Fire and Rescue Service	1 general delegate
Schools Forum	1 general delegate
Social Services Forum	1 general delegate

6.3 Regional Equalities Group

Regional Equality Liaison Group	1 general delegate (ex officio capacity)
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6.4 Local Government Service Group Executive Members who are not elected as Branch Delegates shall attend as ex officio Members of the Cymru/Wales Local Government Committee with speaking, but no voting rights.

6.5 Cymru/Wales National Executive Council Members may attend as ex officio Members of the Committee with speaking, but no voting rights.

6.6 All delegates must be current employees of Local Authorities, or associated employers. Delegates who cease to be employees of a local authority, or associated employer, will immediately cease to be delegates to the Committee.

6.7 Organisers with direct membership responsibility for local government, or associated employers, will have a standing invitation to attend the Cymru/Wales Local Government Committee, if they wish.

6.8 Substitute delegates will be allowed. Any change of delegates must be notified and must conform to paragraph 4.

7. Cymru/Wales Local Government Committee Executive

7.1 An Executive consisting of the Cymru/Wales Local Government Committee Chairperson, Vice Chairperson and four Delegates from the Local Government Committee, elected at the biennial general meeting, shall be established.

7.2 Election to the Executive will be in accordance with the rules of proportionality and fair representation.

7.3 The National Service Group Executive Members may attend in an ex officio capacity.

8. Sectors & Occupational Committees/Forums

8.1 Cymru/Wales Sectors will be established, as appropriate, for the following:

- Further Education and 6th Form Colleges
- Careers Companies - Wales
- Social Services Forum
- School Support Staff Forum
- Youth & Community Workers Forum
- Chief Officers & Senior Managers
- National Parks
- Fire and Rescue Service
- Meat Hygiene Service

8.2 The Cymru/Wales Local Government Sectors and Occupational Forums will meet up to 4 times a year and thereafter at the discretion of the Cymru/Wales Local Government Committee, upon advance notification. Reports of the outcomes of such meetings will be submitted to the Cymru/Wales Local Government Committee.

STANDING ORDERS

Order of Business –

An agreed agenda shall be prepared and circulated to delegates and branches at least 10 days prior to the date of the meeting.

Urgent items of any other relevant business shall be notified to the Chairperson, in writing, before the meeting commences.

Quorum

The Quorum will be one third of all voting members entitled to be present.

Minutes of the Meeting

Minutes of the previous meeting, together with such documents for consideration by the Committee, as are available, will be circulated to delegates and branches, with the agenda.