

LONDON REGION UCU

RETIRED MEMBERS' BRANCH

CONSTITUTION

1 TERMS OF REFERENCE

The Retired members' Branch is established, from 3rd June 2010, as part of the London Region of UCU the University and College Union, in order to further the general aims and objects of the Union. All actions taken by the Branch shall be consistent with the rules of the Region or the rules of the Union.

2 MEMBERSHIP

The membership comprises all those members who have retired from their institution, and are

- Honorary Associate or Life Members of UCU, or previously the former NATFHE or AUT
 - paid the one-off subscription to continue membership for life at time of retirement from NATFHE or AUT
- currently pay the subscription set for Retired Members of UCU
- Retired members in any of the above categories who opted for Associate Membership
(non voting)

together with such other members of the Union as may be attached to the Branch by virtue of the Rules of the Union.

3 OFFICERS

The officers of the Branch shall be Chairperson, Secretary, Treasurer and other such officers as may be considered necessary.

4 COMMITTEES

The Branch Committee shall consist of the officers and such other members as may be considered necessary.

5 ELECTIONS

5.1 Nominations of officers and members of the Branch Committee, duly proposed by members of the Branch, shall be made in writing and delivered to the secretary before the Annual General Meeting in each year.

5.2 If the number of nominations exceeds the number of vacancies in any category, a ballot shall be taken of the members present at the meeting. If the number of nominations does not exceed the number of vacancies in any category, the chairperson shall move formally that those duly nominated be declared elected, and may, if necessary, accept further nominations for those vacancies not filled. Those elected take up office immediately.

5.3 A casual vacancy may be filled at an ordinary meeting of the Branch.

6 ORDINARY MEETINGS

Ordinary meetings should be held at such times as may be considered necessary, normally to coincide with meeting cycles of the Regional. The General Secretary or nominee, and/or, the Regional Secretary or nominee may attend any meeting called by the Branch. The meetings shall consider such business as is permitted under standing orders, having been submitted to the chair by a due date and time, and considered to be competent business.



7 ANNUAL GENERAL MEETING

The Annual General Meeting shall be in March. Notice of the Annual General Meeting shall be given at least fourteen days before the meeting and shall be published widely for the information of all members. The Annual General Meeting shall receive a report from the Branch Secretary/Treasurer of the income and expenditure for the previous calendar year and on membership, and from the Chairman on the work of the Branch for the same period. The meeting shall then appoint the representatives of the Branch on Regional Council, and relevant Committees thereto and any other bodies on which the Branch is represented, and elect auditors for the coming year.

8 SPECIAL MEETINGS

A Special Meeting of the Branch may be called by the Chairperson. A Special Meeting may also be called by the Secretary of the Region or Regional Sector Committee. A Special Meeting shall be called by the Branch Secretary/Treasurer on the receipt of a requisition as provided for under Standing Orders but signed by at least 10% of Branch members. The requisition shall state the business to be considered and no other business shall be considered at the meeting. A Special Meeting called on the requisition of members shall be held as soon as possible but in any event not more than ten days from the receipt of the requisition. The provision for notice of meetings set out in Rule 7 shall not apply to Special Meetings: two days notice of a Special Meeting shall nevertheless be given where possible.

9 QUORUM

The quorum shall consist of not less than five members.

10. FINANCE

10.1 The Branch Secretary/Treasurer shall ensure that Branch funds are used only for purposes within the aims and objects of the Union.

10.2 The Branch Secretary/Treasurer shall ensure that the expenditure of the Branch funds is limited to the monies made available through the Regional Treasurer together with monies raised by the membership.

10.3 The Finances of the Branch shall be conducted in accordance with arrangements determined by the Region which shall include an audit and report prepared in accordance with instructions issued by the Honorary Treasurer or Regional Treasurer.

11 POWERS OF THE OFFICERS/COMMITTEE

Between meetings of the full Branch, the Officers/Committee shall have power to act and shall report back to the Branch.

12 STANDING ORDERS

Any Meeting of the Branch may make or amend Standing Orders to regulate the business of the Branch in any manner not inconsistent with these Rules.

13 ALTERATION OF RULES

A proposed alteration to Branch Rules may be agreed at the Annual or Special General Meeting. Notice of a proposed alteration to Rule must have been given at the previous Ordinary Meeting and the full text contained in the notice of the meeting at which the alteration is to be considered. No alteration to Rules shall take effect until approved by the Region.

Steve Cushion
Secretary/Treasurer
3rd June 2010