

**BURY COUNCIL JOINT CONSULTATIVE
COMMITTEE FOR TEACHERS**

CONSTITUTION AND FUNCTIONS

1. Title

The Committee shall be called the "Bury Council Joint Consultative Committee for Teachers"

2. Representation

- (a) (i) eight members of Bury Council and shall constitute the Employer's Side
(ii) representatives appointed by the following organisations: -

four representatives of the National Education Union;

four representatives to be appointed by the National Association of Schoolmasters Union of Women Teachers;

one representative of the Association of School and College Leaders;

one representative of the National Association of Head Teachers;

(Any other Teachers' Associations which become represented on National Employers' Organisation for School Teachers will be eligible for representation on this Joint Consultative Committee)

(iii) the Chair for the time being of the Teachers' Panel.

- (b) If any of the bodies referred to in (a)(i) to (iii) fail to appoint the number of representatives provided for, such failure shall not invalidate the decisions of the Committee.
- (c) The representatives referred to in paragraphs (a)(ii) and (iii) above shall constitute the Teachers' Side of the Joint Consultative Committee.
- (d) If a member referred to in paragraph (a) (i) ceases to be a member of the Council he/she shall also cease to be a member of the Joint Consultative Committee.
- (e) If a representative of any of the organisations referred to in paragraph (a) (ii) above is unable to attend any meeting of the Joint Consultative Committee that representative may appoint a deputy to attend in his/her place, subject to the name of the deputy being submitted to the Secretary prior to the meeting which the representative is unable to attend.
- (f) If a casual vacancy occurs, a new member shall be appointed by the representative body.

3. **Chair and Deputy Chair**

The Committee shall have a Chair and Deputy Chair, one to be a nominee of the Employers and one to be a nominee of the Teachers. The Chairship shall alternate annually between the two sides, and the Chair and Deputy Chair shall be appointed by the Joint Consultative Committee at their first meeting in each Municipal Year and shall hold office until the first meeting in the following Municipal Year.

4. **Officers**

The Chief Executive of the Council shall act as Secretary to the Joint Consultative Committee.

5. **Sub-Committees**

The Committee may appoint from its membership such Sub-Committees as it thinks fit. Both the Committee and any Sub-Committee may co-opt persons of special knowledge for special purposes, provided that such persons shall serve only in a consultative capacity.

6. **Functions**

The functions of the Committee shall be to :-

- (a) provide a regular basis for representatives of the recognised Teachers' Associations to meet with members of the Local Education Authority;
- (b) contribute to the efficient operation of the Authority by promoting harmonious relations between the Authority and the teaching staff;
- (c) to negotiate on all matters for which the unions recognised by the Authority are regarded as having collective bargaining rights, including :-
 - (i) the local application of agreements reached nationally between the Local Authorities' Associations and the recognised Teachers' Associations;
 - (ii) other agreements reached locally between the Authority and the recognised Teachers' Associations;
 - (iii) Conditions of Service of the teaching staff of the Authority;
 - (iv) any other matter proposed by either Side of the Committee

7. **Frequency of Ordinary Meetings**

The Joint Consultative Committee shall ordinarily meet as and when required, but not less than once per term.

The matters to be discussed at an ordinary meeting of the Joint Consultative Committee shall be stated in the notice summoning the meeting, provided that any other business may be considered if agreed by a majority vote of those present at a meeting.

8. **Notice of Meetings**

Agenda items for ordinary meetings shall normally be submitted to the Secretary by either Side not later than fourteen days before the date of the meeting. Notices, including the Agenda and Minutes of the Meetings, shall be sent to each member of the Committee not less than seven days before the date of the meeting.

9. **Special Meetings**

The Chair shall call a special meeting of the Committee if requested by either Side. The notice of such a meeting shall state the nature of the business to be presented, and no other matters shall be discussed unless otherwise agreed by the two Sides. A special meeting shall take place within seven days following the receipt of the request by the Chair.

10. **Quorum**

The quorum of the Joint Consultative Committee shall be three representatives of the Employer's Side and representatives of three of the Teachers' organisations represented on the Committee.

11. **Voting**

- (a) No resolution shall be regarded as carried unless it has been approved by a majority of the members present on each Side of the Committee or Sub-Committee.
- (b) If, after consultation, the two Sides cannot agree on a decision, the matter shall be referred to a special panel which shall discuss the matter within fourteen days and report back to the full Joint Consultative Committee. The Panel shall consist of a nominee of the Chair of the Overview and Scrutiny Committee (who shall not be a member of the J.C.C.), a nominee of the Chair of the Teachers' Panel (who shall not be a member of the J.C.C), and one person of local standing, acceptable to both Sides (who shall not be a member of the Local Authority nor a teacher in the service of the Authority and agreed by both the Chair of the Scrutiny Committee and the Chair of the Teachers' Panel).

12. The recommendations of the Joint Consultative Committee, where appropriate, shall be submitted to the Executive or Overview and Scrutiny Committee of the Council and the proceedings of the Joint Consultative Committee shall be signed by the Chair and the Deputy Chair of the Joint Consultative Committee.

13. The Joint Consultative Committee shall not arrive at any agreement which conflicts with the policy or recommendations of the appropriate negotiating bodies which determine the salaries and Conditions of Service of Teachers.

14. **Attendance of Observers at Meetings**

A representative of those organisations which are allocated one seat in accordance with Paragraph 2 above shall be permitted to appoint an observer to attend meetings in order to provide an element of continuity where any individual nominated representative is unable to attend meetings.