



Charity Workers Branch Constitution

1. Branch Name

The branch shall be called “Charity Workers Branch” branch of the IWGB and will henceforth be referred to as “the branch”.

2. Objects

- a. To protect and improve the conditions of members;
- b. To promote the primacy of members’ own decision making in all matters covered by the branch constitution, and in the development of all of the branch’s policies;
- c. To preserve, promote, and protect the independence of the branch;
- d. To settle disputes between the members and their employers;
- e. To initiate movements for increased rates of pay, and/or improved conditions of employment; and
- f. To cooperate, directly or indirectly, with the work of any organisation, local, national, or international, which holds objects or policies which are similar to those of the branch.

3. Membership

Membership of the branch is open to workers for whom the following applies:

- a. the person works for a registered charity, a community interest company, or a non-profit company limited by guarantee that pursues charitable purposes;
- b. they work as an employee, a worker or an outsourced worker;
- c. the organisation that the person works for is not one with a grant programme to which the IWGB could be eligible to apply;
- d. the person lives or works in the United Kingdom;
- e. the person is not a director or another executive role, and they do not have hiring or firing power;
- f. In cases where there is a lack of clarity on how a) to e) would apply, the branch Secretary will discuss with the committee.

4. Membership Dues

a. Our branch membership dues are as follows:

£8/month for members on < £25k/yr
£11/month for members on £25-30k/yr
£15/month for members on £30-35k/yr
£17/month for members on £35-40k/yr
£20/month for members on £40+k/yr

i. If you are in-between two tiers, you can decide which band to fall in, although it would be appreciated if you paid the higher fee.

5. Branch Structure

- a. There shall be an annual general meeting, held once per year prior to the union-wide AGM, to elect officers and representatives.
- b. The AGM shall need at least 10 members plus at least 50% of the branch officers present to be considered quorate.
- c. In addition to the AGM, the branch shall hold monthly meetings, to decide branch policy.
- d. Branch monthly meetings are open to all members, and every member has equal rights to voice and vote.
- e. Branch monthly meetings shall be considered quorate when 10 members of the Branch plus at least 50% of the branch officers are present.
- f. An emergency branch meeting can be convened at any time, by the Chair or Vice-Chair, with a minimum of 48 hours' notice. The meeting will need to have 10% of the membership in order to be considered quorate.
- g. Ordinary members may convene an emergency branch meeting without the chair or vice-chair if need be. This meeting will need 40% of the membership present to be considered quorate.

6. Branch Officers

- a. The officers shall be elected at the AGM, by a show of hands vote, for the period of one year. Any individual interested in becoming an officer needs to be proposed and seconded by branch members before a vote can take place. If an officer position becomes vacant between AGMs, the vacancy shall be filled on the basis of a show of hands vote at a monthly branch meeting. In the case of Chair and Secretary positions, they will automatically be part of the Executive Committee.

The term of office for these positions shall be temporary - until the next AGM.

- b. For contested positions candidates will be invited to make a brief speech to the members on their candidacy. If an officer position is uncontested, the position will still need to be voted on in a “yes or no” manner. An uncontested candidate for officer position must receive a majority of “yes” votes in order to be confirmed. In the case of a contested election, the candidate with the most “yes” votes will be elected.
- c. If the positions of Branch Chair or Branch Secretary are contested, there will need to be a postal ballot in order to comply with the Trade Union and Labour Relations (consolidation) Act 1992. These officers are ex officio members of the IWGB Executive Committee.
- d. The group of officers is purposefully small as the officers’ principal role is to carry out the policies of the branch on a day to day basis. The group of officers shall not be considered an executive committee with the remit of deciding policy. The ultimate executive authority of the branch is the democratic will of the members as expressed in monthly branch meetings, rather than through delegates on a committee. All branch officers are committed to supporting members to build power in their workplaces. The following officer positions and their respective duties are listed below:
 - i. Chair- This person will be the branch spokesperson and representative both within the IWGB and with the public at large. This individual will chair branch meetings and the AGM and be expected to carry out branch business on a day-to-day basis. This person shall have the authority to convene branch meetings. This person will be a member of the IWGB National Executive Committee.
 - ii. Vice-Chair- This person will assist the chair in their duties. In the chair’s absence, this person will assume the chair’s role (except for participation in the IWGB Executive Committee). This person will also act as a delegate to IWGB conferences. This person shall have the authority to convene branch meetings.
 - iii. Secretary- This person will be in charge of membership records, producing minutes from branch meetings and the AGM, and other administrative duties as required. This person will be a member of the IWGB National Executive Committee.
 - iv. Treasurer- This person will keep records of the branch’s income and expenditure, have access to the branch bank account, produce monthly reports for the branch meetings on the accounts, and facilitate the execution of financial decisions taken in branch meetings
 - v. Communications Coordinator- This person will be responsible for communicating the outward activities of the branch, through its social media accounts, as well as through liaising with the press and the central

comms team. This person will also facilitate for members to get involved in communications.

- vi. BAME Officer- This position will be held by a BAME member and will be elected by BAME members of the branch. The remit of the post will be to represent BAME members, to provide advice and support for BAME members, to support branch and workplace campaigns around issues that impact disproportionately on BAME members, and additional support as identified by BAME members.
- vii. Women & Non-binary Officer- This position will be held by a woman or non-binary person and will be elected by women & non-binary members of the branch. The remit of the post will be to represent women and non-binary members, to provide advice and support for women and non-binary members, to support branch and workplace campaigns around gendered issues, and additional support as identified by women and non-binary members.
- viii. Disabled Officer- This position will be held by a branch member or members who identify as disabled and will be elected by disabled members of the branch. This position can be filled as a job share between multiple branch members, who will share the responsibilities of the post. The remit of the post will be to represent disabled members, to provide advice and support for disabled members, to support branch and workplace campaigns around issues that impact disproportionately on disabled members, to help make other campaigns more accessible for disabled members, and additional support as identified by disabled members.

7. Representatives

The branch shall elect or appoint, as it sees fit, workplace representatives. Workplace representatives should correspond to specific companies and be elected by the members of their respective workplaces.

8. Branch Autonomy

The branch recognises that it is part of a larger union and that all actions and policies should be mindful of this. If there is a contradiction between the branch and the IWGB's constitution or rules, the IWGB's constitution/rules will prevail. The branch shall not undertake any policies which bring disrepute to the IWGB nor which contravene the IWGB constitution, rules or policies.

Subject to the preceding paragraph, the branch shall have autonomy within the IWGB in the

following areas:

- a. Ability to increase membership fees;
- b. Ability to spend the money devolved to it from the Central Union (a percentage of membership subscriptions according to IWGB policy);
- c. Ability to decide its own policy, in accordance with the objects of the IWGB;
- d. Ability to elect its own negotiating committee for the purposes of collective bargaining;
- e. Social media- the branch shall have the ability to create its own website, email, Facebook page, Twitter and other social media accounts in order to promote the objects and aims of the branch. All IWGB social media accounts are required to have someone from the Central Union comms team as an admin.

9. Motions, Policy, and Altering the Branch Constitution

- a. Motions or branch policy must be proposed and seconded by branch members at a quorate branch meeting. With the exception of the alterations to the branch constitution, policy and motions may be passed by a simple majority in a show of hands vote.
- b. The branch constitution may be altered at any time in a quorate branch meeting or AGM, with a two thirds majority vote.

10. The coming into force of this constitution:

- a. This constitution shall come into force when all the following has occurred:
 - i. It has been approved by the relevant IWGB Sub-Committee (consisting of the IWGB General Secretary, President and Vice-President);
 - ii. It has been approved by a simple majority vote at the inaugural meeting of the branch.