

**GREATER LONDON HIGHER EDUCATION
SERVICE GROUP COMMITTEE**

REVISED CONSTITUTION AND STANDING ORDERS

Introduction

1. The GLRHESGC will be composed of representatives from all Branches within the Higher Education Service Group in the Greater London Region, along with National representatives.
2. The Committee will co-ordinate branch activity across the Higher Education Service across the Region, will strive to develop and implement a region-side strategy for the service and will represent the Group's interests at Regional and National level as appropriate.
3. The Committee will act in accordance with the union's stated Aims and Objectives, including the principles of proportionality and fair representation.

Composition

1. Branches will be entitled to 2 delegates:
2. Branches should strive to nominate a delegation comprising one manual and one non-manual member, one of whom has to be a woman.
3. The Committee will further include four low paid women members if these are not already included from amongst the Branch delegates. These will be nominated and elected by the Branches.
4. The National Representatives elected to represent the Region will also be members of the Committee.
5. On this basis the Committee will have a maximum of 56 Branch delegates and a maximum of 6 other representatives giving a maximum total of 62 members.

Meetings

1. It is intended that the Committee should meet at least six times a year, with the facility to hold additional meetings as required.
2. The Committee will have the facility to call special meetings for particular groups of members of representatives as required.

Standing Orders

1. The quorum for the Committee requires the attendance at each meeting of representatives from at least five institutions represented on the Committee. In addition, at least two of those representatives must be from each sector.
2. A special meeting of the Committee can be called by at least eight Branches who are represented on the Committee, making such a request in writing to the Officers of the Committee. Such a request will ensure that a special meeting will be called within seven days of receipt of the request and held with twenty-one days of receipt.
3. The Chairperson and Vice Chairperson of the Committee shall be elected annually by and from the members of the Committee. Representatives sitting on the Committee by virtue of their membership of the National Higher Education Service Group Executive will not be eligible to hold either of these officerships.
4. The Regional representatives to National Sector Committees will be elected by and from the appropriate Branch delegates to the Regional Higher Education Service Group Committee who are members of that Sector group. Regional representatives to the National Higher Education Service group Executive will be elected directly by the membership.
5. Elections will be required to the following Regional Negotiating Bodies:
 - University of London Trade Union Liaison Committee (TULC);
 - SAUL Negotiating Committee (Superannuation Arrangements of the University of London);

These elections will take place by, and from, those representatives on the Committee whose branches are covered by the Regional Negotiating Body in question. The results of the elections will be reported to the Regional Higher Education Service Group Committee.

6. Where required, co-options will be dealt with by informal methods.

Review

1. The Constitution and Standing Orders may be reviewed annually by the Committee.