

# *Federation of Entertainment Unions*

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## **Constitution and Standing Orders**

As approved at the meeting of the Federation on December 11th 1998

### **1. TITLE**

The Federation of Entertainment Unions  
(Established 1990)

### **2. OBJECTIVES**

The Federation shall normally consist of TUC affiliated trade unions, substantially involved in the Cultural Industries. It shall act to provide liaison, co-ordination and mutual support between the constituent unions. It shall take such executive action as shall be agreed at plenary meetings of the Federation.

### **3. MEMBERSHIP**

The members of the Federation shall be :

Amicus  
British Actors' Equity Association  
Broadcasting Entertainment Cinematograph and Theatre Union  
Musicians' Union  
National Union of Journalists  
Professional Footballers Association  
Writers' Guild of Great Britain

Any trade union substantially involved in the Cultural Industries may apply for membership of the Federation and such applications shall be accepted or rejected at a plenary meeting of the Federation, for which 4 (four) weeks notice has been given.

### **4. STANDING COMMITTEES**

There shall be one standing committee of the Federation - the Film and Electronic Media Committee.

There shall be specialist committees for Training and European Affairs

The Federation may also establish such other committees or groups as are agreed from time to time.

## **5. SCOTTISH AND WELSH FEUs**

There shall be a Welsh FEU and a Scottish FEU representing the specific national interests and issues.

Each may adopt their own constitution, subject to the approval of the main FEU.

Each constituent national body shall report regularly to full plenary meetings of the Federation.

Delegates from the Scottish or Welsh FEUs may attend the main FEU Plenary meeting, where appropriate and subject to the approval of the plenary.

## **6. OFFICERS OF THE FEDERATION**

The officers of the Federation shall be elected annually at the first full plenary meeting of each calendar year and shall be as follows: -

President  
Vice President  
Treasurer  
Administrative Secretary  
Chair of the Film and Electronic Media Committee

The Vice-President of the Federation shall be elected from each of the affiliated constituent unions in rotation and shall serve for one year, and the following year shall be elected as President. Casual vacancies among the officers of the Federation shall be notified to each constituent union as soon as they arise and will be filled at the earliest possible plenary meeting.

The Federation will have one paid officer - The Administrative Secretary. The other officers will be honorary and will not receive any payment.

The Administrative Secretary shall be appointed by a committee of all the General Secretaries.

## **7. REPRESENTATIVES**

Each affiliated union shall be entitled to four representatives at plenary meetings of the Federation and three at the Film and Electronic Media Committee, in addition to the officers of the Federation.

Subject to the approval of the plenary meeting additional representatives may attend as observers

**8. MEETINGS**

There shall be six general/plenary meetings of the Federation each year and six meetings of the Film and Electronic Media Committee. Plenary and committee meetings will be held on alternate months.

**9. DECISIONS OF THE FEDERATION**

Decisions of the Federation shall be made at plenary meetings on the basis of proposals put forward by affiliated unions, standing committees, specialist committees or officers. The object of the Federation will be to arrive at decisions by consensus. Any member union may seek deferment of action subject to further consideration at a subsequent meeting or until the matter is resolved.

When a matter is to be decided by voting, each union shall have one vote.

The chair of a meeting of the Federation or any of its committees or working groups shall not have a casting vote.

Any change or revision of the constitution will be subject to a similar provision.

**9. FINANCE**

All affiliated unions of the Federation shall pay an annual contribution of such amount as shall be decided from time to time. Annual subscriptions shall be paid in two half yearly tranches.

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## STANDING ORDERS

### 1. INTRODUCTION

The Constitution of the Federation of Entertainment Unions governs the election of officers, representation at meetings and voting procedures. These provisions may not be varied by suspension of Standing Orders or by any method other than a revision of the Constitution. Subject to the foregoing, the following standing orders shall apply to meeting of the Federation and its committees.

2. Affiliated unions shall be notified of Federation meetings two weeks in advance. This period being calculated from the posting of the meeting notice to the unions. The President and Administrative Secretary may convene an emergency meeting with the support of a majority of the affiliated unions.
3. There shall be a quorum of a three of the affiliated unions for meetings of the Federation and its committees
4. Motions from affiliated unions shall be included in the notices of Federation meetings and must be received by the Administrative Secretary one week before the despatch of such notices.
5. Meetings of the Federation and its committees shall be conducted in accordance with normal Trades Union meeting procedures.

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## **IRREGULARITY STATEMENT**

"A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he may apply for material assistance from the Commissioner for the Rights of Trade Union Members and should, in any case, consider obtaining independent legal advice."