RULES OF THE
BUILDING TRADES ASSOCIATION OF UNIONS
OF WESTERN AUSTRALIA (ASSOCIATION OF WORKERS.)

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RULES OF THE
BUILDING TRADES ASSOCIATION OF UNIONS
OF WESTERN AUSTRALIA
(ASSOCIATION OF WORKERS.)

1 - NAME

Building Trades Association of Unions of Western Australia (Association of Workers.)

2 - CONSTITUTION

The Association named in Rule 1 which shall for the purpose of these rules hereinafter be called the "Association" and shall be composed of the following Unions:

- Federated Brick, Tile and Potteries Industrial Union of Aust. (Westralian Branch Union of Workers)
- The West Australian Amalgamated Society of Carpenters & Joiners Industrial Union of Workers, Perth
- West Australian Fibrous Plasterers Industrial Union of Workers
- Western Australian Society of Operative Plasterers' Industrial Union of Workers
- The Operative Painters and Decorators' Industrial Union of Workers, Perth
- The West Australian Plumbers and Sheet Metal Workers' Industrial Union of Workers
- The Operative Bricklayers and Rubble Wallers' Industrial Union of Workers, Perth, W.A.
- The Builders' Labourers' Union of Workers of Perth Western Australia and such other Union or Unions as shall be deemed by the Association allied to the Building Trade and who may apply for affiliation.

3 - MANAGEMENT

(a) The business of the Association shall be controlled by three Executive Officers (Delegates) from each Affiliated Union, and to be known as the Management Committee.

(b) The Management Committee shall be vested with the powers and charged with the duties of Management of the affairs of the Association in accordance with the objects as set out in Rule 4, and in accordance with these Rules. It shall issue copies of minutes of all meetings to all affiliated Unions within seven days of such meeting being held.

(c) Executive Committee. The Officers of the Management Committee shall be known as an Executive Committee, and together with the Secretaries (or their
accredited proxy) of each affiliated Union shall form a working committee and shall transact the business of the Association between meetings.

4 - OBJECTS

The object of the Association shall be as follows:-

(a) To secure united action on the part of all Unions connected with the Association.

(b) For more effectively organising all employees in each respective Union represented on the Association.

(c) For intervention by way of conferences, arbitration and other lawful means between employees and employers for the settlement of disputes.

(d) To render assistance and support when deemed necessary to associated Unions.

(e) To raise funds for the purpose of carrying out the objects of the Association by means of affiliation dues, fines, levies, donations, interest on investments or by such other legitimate means as may be determined by the Association.

(f) To secure preference of employment for members of each respective Union on the Association by means of such form of internal working agreement or card as may be determined on by the Association.

(g) To take all necessary steps to secure the federation or amalgamation of Unions or Organisations whose members are engaged in the Building Industry in one industrial Union.

(h) To deal with matters solely affecting the Building Trades industry.

5 - FUNDS

Each affiliated Union shall contribute not less than 20/- per calendar month to the general expenses fund of the Association unless otherwise recommended by the Management Committee and should the occasion demand a call may be made by the Association on each affiliated Union for further contributions. No part of the funds or property of the Association shall be paid or applied for in connection with or to aid or assist any person or persons engaged in any strike or lockout within Western Australia.

6 - MEETINGS

(a) General Meetings of the Management Committee shall be held monthly.

(b) Special Meetings may be called at any time by the Secretary and Chairman of the Management Committee by circular forwarded to the Delegate of each affiliated Union.

(c) The Management Committee shall have power to call meetings of the full Executives of member Unions to deal with urgent matters. If necessary the determination of the full Executive's hall be submitted to an Aggregate Meeting of all members of Associated Unions to decide the matter. The decision of
Aggregate Meeting to be binding on all members of Associated Unions. The Aggregate Meeting shall decide the method of voting at its Meeting:

(d) When requested by three or more Secretaries the Secretary of the Management Committee shall call a meeting of the Management Committee.

(e) At the monthly or special meetings of the Management Committee seven members, or a representative of four affiliated Unions, shall form a quorum.

At meetings of the Executive Committee 3 shall form a quorum.

(f) Voting shall be by show of hands unless a division is called for by two or more members or an election is being conducted.

7 - UNFINANCIAL UNIONS

If a Union is three months in arrears of contributions or neglects to pay other dues duly ordered by the Association and passed, or refuses to meet its financial obligation to the Association, such Union shall be notified by the General Secretary and failing satisfactory explanation of their position or a settlement of their dues by the following meeting night, its delegates shall not be entitled to attend meetings of the Association nor shall it have any claim to participate in the benefits set out in these rules or of any internal working agreement until all fees, dues and other financial obligations are fully paid up, provided however that if in the opinion of the Association the Union is unfinancial through exceptional circumstances and unable to meet its obligations, the whole or any part of this Rule may be suspended by a majority of members of the Association at a specially convened meeting for the purpose of dealing with such case, and it is further provided that such suspension of action shall not exceed six months.

8 - INTERNAL AND INDUSTRIAL DISPUTES

No Society affiliated with this Association shall take any course of action likely to involve the other associated Unions in Industrial trouble, or to necessitate an appeal to the Association for financial or other assistance without first affording the Management Committee or Association every opportunity of investigating the matter (by which the associated Unions are likely to become involved) and allowing the Management Committee by its action to act with a view of effecting a peaceful settlement of all such difficulties where practicable, in cases where prompt action is necessary the Secretary of each Society shall notify the general Secretary of the Management Committee who shall call the Management Committee together and under no circumstances shall any stoppage of work be allowed to occur until the Management committee has determined upon the matter and if considered necessary reported to a meeting of the combined Executives for determination. All disputes not settled by mutual consent shall be referred for settlement pursuant to the provisions of the Industrial Arbitration Act 1912-1952.

9 - OBLIGATORY

(a) No Union shall approach any employer or Association or Industrial Tribunal with a claim for an alteration of wages and working conditions before submitting the same to the Management Committee for approval.
(b) When a claim has been endorsed by the Management committee the Union or Unions affected shall endeavour to obtain a settlement and failing to effect same the assistance of the Management Committee may be applied for and the Management Committee may then appoint any number of its members to assist and attend in the conduct of further negotiations.

(c) The Management Committee may in extreme cases with the approval of the Association of Aggregate Meeting assume full control of Industrial or Internal Disputes, and all proceedings therewith shall be conducted in the name of the Association and in such cases the term of final settlement shall be determined by the Association or Aggregate Meeting.

(d) If the Management Committee at a specially summoned meeting determine that a claim is inexpedient it may recommend the modification or abandonment of same provided that the Union making such claim shall have the right of appeal to the Association against their decision.

10 - PREFERENCE TO MEMBERS OF THE ASSOCIATED UNIONS

For the purpose of organisation to obtain effective preference to members of the associated Unions who are in good financial and honourable standing with their respective Union, the Association may devise and enforce some system for identifying the members of associated Unions on the various jobs or works shall have power to issue a uniform working card or badge or take any steps the majority may deem advisable to make preference to our Association members more effective.

11 - APPEALS

(a) Decisions of the Management Committee can only be set aside by a majority of members of the full Association voting as a meeting called for that purpose.

(b) Decisions of the full Association can only be set aside by members of the Affiliated Unions voting at an Aggregate Meeting.

(c) Meetings for these purposes shall be convened according to the manner prescribed in these Rules.

12 - EXPULSIONS

The Management Committee shall have power subject to the right of appeal to the full Association to fine, suspend, or expel any Society found guilty of violating the Rule, Regulations, Constitution, and terms or any working Agreement of the Management Committee, and decisions of the Management Committee subject to appeal to Association or Aggregate Meeting shall be binding and obligatory on all Affiliated Unions, and any Society refusing to abide by same shall be liable to be expelled or suffer such other punishment or penalty as the Management Committee, Association or Aggregate Meeting may decide, and the Management committee shall not be held responsible for the action of an offending Union.
13 - WITHDRAWALS AND DISSOLUTION

Any Society wishing to withdraw from the Association may do so by giving three months' notice of their intention so to do and shall be cleared upon payment of all dues owing to date of withdrawal and the Association shall not be disbanded so long as two Unions subscribe to the Association.

14 - OFFICERS

The Officers of the Management Committee shall be as follows:-

(a) President, Vice-President, Secretary, Treasurer and three trustees and shall be elected by secret ballot for twelve months and shall receive such remuneration as the Management Committee or Association shall from time to time decide upon.

(b) Election of Officers. Nominations for the positions of Officers of the Management committee shall be called at the ordinary Management Committee Meeting held in January each year.

Nominations shall be in writing and be in the hands of the Secretary within one hour after the commencement of the meeting in February.

In the event of there being more nominations for any one position than required to fill the position, a secret ballot shall be held at the ordinary Management Committee Meeting in February.

The Returning Officer and two Scrutineers shall be appointed to conduct the ballot, each Candidate may appoint a Scrutineer if he so desires.

Voting shall be by placing an X opposite the name of the Candidate preferred.

The result of the ballot shall be declared by the Returning Officer before the close of the February Executive meeting and the incoming Officers will take over from the retiring Officers as from 1st March.

Should any officer resign or be removed from office, the Management Committee shall have power to appoint a substitute until the following election of officers.

(c) Removal of Officers. Grounds for removals of officers shall be :-

1. Failing to attend three consecutive meetings without apology.
2. Failing to carry out the duties as prescribed under the rules.
3. Acting in a manner which would bring the Association into disrepute.

(d) Duties of Officers

1. President. The President shall be the recognised head of the Association.

He shall preside at all meetings at which he is present and shall see that the business is conducted according to the rules and in an orderly manner.

He shall sign all documents requiring his signature as head of the Association.
He shall be empowered to call General or Executive meetings in all cases of emergency and generally to ensure the well-being and objects of the Association.

He shall have the same voting power as any ordinary member of the Executive, and in the event of the voting being equal he shall resolve the question in the negative.

(2) Vice-Presidents. Two (2) Vice-Presidents shall be elected each year, "Senior" and "Junior."

Their duties shall be to assist the President in the conduct of all meetings, and in the absence of the President, the Senior Vice-President, or in his absence, the Junior Vice-President shall occupy the chair, and for the time being exercise all the powers and privileges of the President.

The "Senior Vice-President" shall be the first one elected. Should the President and both the Vice-Presidents be absent from any meeting the meeting shall elect a temporary Chairman to act in their stead at that meeting only.

(3) Secretary-Treasurer. The Secretary shall if possible attend all meetings and take minutes of same, he shall attend to all correspondence.

He shall put into the Association's account at the Commonwealth Bank, Perth all moneys received by him on behalf of the Association within two weeks of receiving same.

He shall carry out to the best of his ability such duties referred to him by the Executive.

He shall at any time at the request of the President produce any book or paper which is the property of the Association.

He shall have charge of the cheque book and shall when authorised by the Executive pay all accounts by cheque signed by the President, Secretary and any one of the Trustees.

He shall be paid whatever remuneration the Executive may direct.

The Secretary shall keep a register of the Industrial Unions represented on the Association and of the members of the Association representing such Unions.

The register and books of the Association shall be open to the inspection of members of the Association or by any person authorised in that behalf by an Industrial Union represented on the Association. Such inspections may take place at the registered office of the Association on ordinary business days between the hours of 10.00 a.m. and 4.00 p.m.

The Secretary shall purge the register by striking off Unions and members in arrears of dues for not exceeding 12 months, but such Unions and members when struck off shall not be free from arrears due.
Within one calendar month after the completion of the yearly audit of the accounts, the Secretary shall furnish the Registrar a duly audited statement of receipts and expenditure and balance sheet of assets and liabilities of the Council made up to the closing of such accounts.

(4) Trustees. The whole of the funds and property of the Association shall be vested in the Trustees.

The duties of the Trustees shall be to carry into effect any resolution of the Association regarding the control of the funds and property of the Association subject to the provisions of the Industrial Arbitration Act 1912. Any one of the Trustees shall sign the cheques passed for payment.

15 - AUDITORS

A duly qualified Accountant shall be appointed by the Management Committee from time to time whose duty it shall be to audit the books, accounts, and all documents of the Union, and to deliver to the Secretary a full report of the finances accompanied by a Balance Sheet, before the Annual Meeting each year.

The financial year shall begin on the 1st day of March and end on the last day of February of each year.

16 - SEAL

The seal of the Association shall be circular shaped and shall bear the name of the Association upon it between two circular lines and Perth, W.A. in the centre and the seal shall be imprinted upon all documents and correspondence from and to the Management Committee.

17 - STANDING ORDERS

(a) The order of business shall be as follows:-

(b) The chairman shall take his place at the table and the members their respective positions in the meeting room and the meeting shall be declared opened.

(c) All credentials for new delegates and applications for affiliation shall be read and dealt with and the new delegates welcomed.

(d) The minutes of the previous meeting or of any special meeting shall be read for confirmation.

(e) The roll shall be called to take the attendance of delegates.

(f) General business will then be dealt with as follows:-

Reading of correspondence, reading out the financial position of the Association, and showing the arrears of any affiliated Union and then passing of accounts for payment, receiving reports from Committees and delegates and dealing with same. Notices of motion previously given. Notices of appeals and to discuss any other matter for the good and welfare of the Association and its affiliated Unions.
18 - AMENDMENT TO RULES

These Rules may be amended, added to or rescinded by any Special Meeting, of the full Executive of the member Unions after notice of motion of proposed alterations has been duly given to all Unions.

19 - RULES OF DEBATE

The ordinary and accepted procedure adopted by Trade Unions shall be observed in the matter of debate and all voting shall be on the voices and any delegate may demand a show of hands, the Chairman shall have a casting vote only.

20 - REGISTERED OFFICE

The registered office of the Association shall be at 102 Beaufort Street, Perth, or some other place at which the Management Committee may decide from time to time.

21 - INDUSTRIAL AGREEMENTS & REPRESENTATIONS

Any Industrial Agreement or Award requiring the approval of the Association may be so approved by the Secretary on the authority of the Management Committee which may be granted on its motion. No such agreement or award shall be binding on the member Unions unless, and until it is passed under the Seal of the Association. The Secretary or such other person as may from time to time be appointed by the Management Committee for the purpose shall represent the Association in all proceedings before the Court unless the Management Committee shall in cases where permissible direct that the Association be represented thereat by a legal practitioner.