SCOTLAND

NASUWT THE TEACHERS' UNION

NASUWT SCOTLAND EXECUTIVE COUNCIL RULES

Scotland Conference 2026

NASUWT SCOTLAND EXECUTIVE COUNCIL RULES PUBLISHED BY THE NASUWT NATIONAL EXECUTIVE IN LINE WITH NASUWT NATIONAL RULE 11(b)

1. NAME

The name shall be the Scotland Executive Council (SEC) of the NASUWT.

2. OBJECTS

(a) The objects of the SEC shall be to further the objects of the NASUWT, as set out in the NASUWT National Rules, in the area represented by the SEC, as specified in the resolution of the NASUWT National Executive forming this SEC.

(b) In furtherance of this object, the SEC may communicate and negotiate with government, governmental bodies and other unions and organisations representing teaching staff, but shall not communicate or negotiate with such bodies outside its area without the authority of the National Executive.

3. AFFILIATION

(a) The following Local Associations of the NASUWT shall be affiliated to the SEC and referred to hereafter as Local Associations:

East Ayrshire
North Ayrshire
South Ayrshire
Edinburgh
Borders
Midlothian
West Lothian
East Lothian
Dumfries & Galloway
Falkirk
Fife
Stirling
Clackmannan
Glasgow
Aberdeen City
Aberdeenshire
Moray
Highland
South Lanarkshire
North Lanarkshire
Inverclyde
Argyll and Bute
Renfrewshire
East Renfrewshire
Dundee
Angus
Perth and Kinross
Shetland
Orkney
East Dunbartonshire
West Dunbartonshire
Western Isles

(b) Each Local Association above shall be represented at SEC meetings by delegates elected by that Local Association from its membership. Such members of the Local Association must hold membership in accordance with National Rules 4(1)(a).

(c) Representation to the SEC by each Local Association as detailed in 3(a) shall be as set out below:

(i) the Local Association Secretary; and

(ii) one additional SEC delegate elected at a quorate Annual General Meeting by each Local Association for each one hundred and fifty members.

(d) For the purposes of (c)(ii) above, 'members' shall refer to the number of members of that Local Association, which shall be the total Conference figure as recorded at the NASUWT Headquarters on 31 December of the calendar year preceding the SEC Annual Conference and as notified to Local Associations in accordance with the Standing Orders of National Conference.

(e) A Local Association may elect, at a quorate Annual General Meeting, up to five substitute delegates to attend in the place of any delegates unable to attend the meeting of the SEC.

(f) In the event of a Local Association representative being elected as an Officer of the SEC, specified in Rule 4(a), the Local Association may elect, at a quorate General Meeting, a delegate in accordance with casual vacancy procedures to replace that delegate.

4. OFFICERS OF THE SCOTLAND EXECUTIVE COMMITTEE

(a) The Officers of the SEC shall be:

Treasurer

Junior Vice-President

Senior Vice-President

President

Ex-President

National Executive Members

(b) The Officers in 4(a), except for the National Executive Members, shall hold office for the period of one year commencing on the date of the Scotland Annual Conference until the Scotland Annual Conference of the following year.

(c) At Scotland Annual Conference, the outgoing Scotland Junior Vice-President shall assume the office of Senior Vice-President, and the outgoing Scotland Senior Vice-President shall assume the office of Scotland President. The outgoing Scotland President shall assume the office of Scotland Ex-President.

(d) A National Executive Member cannot serve as an Officer of the Scotland Executive Council concurrently.

(e) In the event that an Officer of the Scotland Executive Council is elected as a Scotland member of the National Executive they will be deemed to have resigned their office.

5. ELECTION OF SCOTLAND OFFICERS COMMITTEE

(a) The Officer positions referred to in 4(a), except for the National Executive Committee Members, shall be filled by delegates representing at least two of the Local Associations detailed in 3(a).

(b) Only persons who are in Full Membership of the Union in accordance with National Rule 4(1)(a) shall be eligible for election as a Scotland Officer.

(c) In accordance with National Rule 20(1)(a), no member shall be eligible to stand in an election for any elected office within the Union if she/he is a member of the principal governing body of, or an elected officer of, another trade union representing persons who are eligible for membership of the Union. On becoming a member of the principal governing body of, or an elected officer of, another trade union representing persons who are eligible for membership of the Union, a member of the Union shall immediately vacate any elected office within the Union.

(d) Each Local Association affiliated to the SEC, shall be entitled to nominate one member from any Local Association affiliated to the SEC, as a candidate for each of the offices of:

(i) Scotland Junior Vice-President;

(ii) Scotland Treasurer.

(e) Any such nomination shall be made by resolution of the Local Association passed at a quorate General Meeting. The agenda and calling notice for the meeting must include as a separate item of business the consideration and making of nominations for Officers of the SEC.

(f) Any such nomination shall be on the prescribed form, which shall be countersigned by the nominee as notice of acceptance of nomination and, thereafter, submitted to the General Secretary or nominee.

(g) Any nomination form not received by the General Secretary or nominee on or before noon on the date eight weeks before the commencement of the Scotland Annual Conference, in the year of the election concerned, shall not be a valid nomination.

(h) In the event of more than one nomination being received for any office in 4(a), there shall be a secret ballot of all full members of NASUWT Scotland held in accordance with such procedures as may be prescribed from time to time by the National Executive for the conduct of such ballots. These procedures must be sought on every occasion from the General Secretary.

(i) In the event of an uncontested election, the candidate(s) concerned shall be declared elected unopposed at the Scotland Annual Conference.

(j) In the event of it being declared at the Scotland Annual Conference that no nomination was received for one or more of the posts to which this Rule refers:

  (i) nominations shall be called for within five days of the Scotland Annual Conference and shall be subject to the procedure set out in (a), (b), (c), (d), (e) and (f) above, save that any reference to the Scotland Annual Conference is substituted with the next SEC Meeting;

  (ii) the closing date for any nomination form to be returned to the General Secretary and nominees must be no later than thirty five days before the date of the relevant SEC;

  (iii) as an interim measure, the Scotland Annual Conference may elect a temporary post holder who shall hold office until the next SEC Meeting.

(k) Any casual vacancy for the posts to which this Rule refers shall be filled by secret ballot and in accordance with (a), (b), (c), (d), (e), (f) and (j)(ii) above as though the next SEC Meeting was the Annual Conference.

6. SCOTLAND OFFICERS COMMITTEE – CASUAL VACANCIES

(a) In the event of a casual vacancy for Scotland President, the Scotland Senior Vice-President shall assume the office of Scotland President for the remainder of that term of office, in addition to their own term of office as Scotland President. The casual vacancy for Scotland Senior Vice-President shall be filled by the Scotland Junior Vice-President, and the casual vacancy for the Junior Vice-President so caused shall be filled in accordance with procedures set out in Rule 5(j).

(b)

  (i) In the event of a casual vacancy for Scotland Ex-President there shall be an election for another Officer in accordance with the procedures set out in Rule 5(j).

  (ii) The additional Officer shall hold office for the remainder of the term of office of the Scotland Ex-President and should carry out the duties of the Scotland Ex-President.

  (iii) Any casual vacancy for the posts to which this Rule refers shall be filled by secret ballot and in accordance with 5(a), (b), (c), (d), (e), (f) and (j)(ii) above as though the next SEC Meeting was the Annual Conference.

7. THE SCOTLAND HONORARY TREASURER

(a) The Scotland Honorary Treasurer shall ensure that adequate financial records are kept and shall be responsible for the proper administration of the SEC financial affairs.

(b) The Scotland Honorary Treasurer shall conduct the financial affairs of the SEC in accordance with such instructions as shall be given by the NASUWT National Honorary Treasurer and General Secretary or nominee, from time to time.

(c) The funds of the SEC shall be kept in an account opened in the name of the SEC at a bank in accordance with such instructions as shall be given by the National Executive from time to time. Withdrawals and payments made from the account shall be under the authority of at least two of the named Scotland Executive Officers in 4(a).

(d) An affiliated Local Association shall contribute to the SEC such proportion of its subscription apportionment and other income at such times and in such manner as shall be directed by resolution of the SEC from time to time.

(e) The Scotland Honorary Treasurer shall present a written statement of balances and an income and expenditure account to the Scotland Annual Conference.

(f) The Scotland Honorary Treasurer shall submit this statement to the NASUWT National Honorary Treasurer at the conclusion of the Scotland Annual Conference.

8. THE SCOTLAND EXECUTIVE OFFICERS' COMMITTEE (SCOTLAND OFFICERS COMMITTEE)

(a) The Scotland Officers Committee shall consist of the Officers named in Rule 4(a) who shall be classed as full voting members.

(b) Subject to these Rules, the NASUWT National Rules and the decisions of meetings of the SEC, NASUWT National Executive and NASUWT National Conference, the Scotland Officers Committee shall have full power and authority to take such action as it deems necessary for the conduct of the SEC affairs and the realisation of the objects set out in the NASUWT Rules.

(c) The Scotland NASUWT National Executive Members shall attend the Scotland Officers Committee as full voting members.

(d) The General Secretary shall attend the Scotland Officers Committee as an ex-officio member, and/or the General Secretary's nominee shall attend the Scotland Officers Committee as a non-voting ex-officio member.

(e) The NASUWT National Officers shall have the right to attend and speak at all meetings of the Scotland Officers Committee, but shall have no right to vote at such meetings.

(f) A majority of the full voting members as defined in 8(a) and (c) above shall constitute a quorum. The General Secretary or nominee and NASUWT National Officers shall not count as part of the quorum.

(g) Any Officer who fails to attend three consecutive meetings of the Scotland Officers Committee without good cause accepted by the Scotland Officers Committee shall be deemed to have resigned their elected position. Any Officer so deemed to have resigned shall be eligible to stand for re-election to the vacancy.

(h) The General Secretary or Nominee shall send notice of, and the agenda for, the Scotland Officers' Committee normally not less than seven days before the date of the Meeting.

9. TASK AND FINISH GROUPS

(a) Task and Finish Groups may be constituted at any Meeting of the SEC, with that SEC Meeting prescribing the terms of reference and membership of any such Task and Finish Group.

10. SCOTLAND ANNUAL CONFERENCE

(a) The SEC shall hold a meeting called the Scotland Annual Conference before the end of May each year.

(b) The Scotland Annual Conference will operate in accordance with its Standing Orders.

(c) The Scotland Annual Conference shall be held within the boundary of Scotland at a place decided by the Scotland Officers Committee in consultation with the General Secretary or nominee.

(d) Representation to the Scotland Annual Conference by each Local Association detailed in 3(a) shall be as set out below:

(i) each local secretary to be a delegate to the Scotland Annual Conference; and

(ii) one additional delegate for every one hundred and fifty members or part thereof.

(e) Local Associations shall use the following process for electing representatives to Scotland Annual Conference (with support from the Scotland Centre):

(i) the number of delegates to be elected shall be notified in writing, in the calling notice for nominations, to all members of the Local Association;

(ii) any member who is interested in being registered as a Conference delegate will need to contact their Local Association directly expressing their wish to be nominated. Any expressions of interest from members that are sent via the National Union will be forwarded to the relevant Local Secretary or, if there is no Secretary for that Association, to the relevant National Executive Member;

(iii) in the event of more nominations than places being received, the members to attend Conference as delegates will be determined by each Local Association via a vote at a quorate Local Association meeting.

(f) Any student member is eligible to attend the Scotland Annual Conference as an observer.

(g) The date of the Scotland Annual Conference should be notified to all delegates of the SEC, Secretaries of affiliated Local Associations as detailed in 3(a), the General Secretary or Nominee and the Scotland National Executive Member(s) for the SEC's area in accordance with 14(a) and (h) below.

(h) The General Secretary or Nominee shall send a reminder notice of, and a provisional agenda for, the Scotland Annual Conference to all delegates of the SEC, Secretaries of affiliated Local Associations as detailed in 3(a) and the National Executive Member(s) for the SEC's area not less than thirty-five days before the date of the Scotland Annual Conference.

(i) The Scotland NASUWT National Executive Members shall attend the Scotland Annual Conference as full voting members.

(j) The Officers named in Rule 4(a) shall each be an ex-officio delegate to the Scotland Annual Conference with the same powers and duties as if elected by a Local Association, but shall not be considered to be a delegate for a Local Association for the purposes of Rule 10(d).

(k) The General Secretary shall attend the Scotland Annual Conference as an ex-officio member, and/or the General Secretary's nominee shall attend the Scotland Annual Conference as a non-voting ex-officio member.

(i) NASUWT National Officers shall have the right to attend and speak at the Scotland Annual Conference, but shall have no right to vote.

(l) The SEC shall present an Annual Report, of the work of the SEC during the preceding year, to Scotland Annual Conference.

(m) The quorum for the Scotland Annual Conference shall be 50% of the total number of delegates elected to attend the Scotland Annual Conference plus one, representing not less than two thirds of the active Local Associations (active, meaning a Local Association with an elected Local Secretary and/or Treasurer). The Officers referred to in 4(a) shall count towards the quorum.

11. SCOTLAND EXECUTIVE COUNCIL (SEC) MEETINGS

(a) Excluding the Scotland Annual Conference, SEC meetings shall be held not less than three times a year, spread evenly throughout each academic year.

(b) The General Secretary or Nominee shall send a reminder notice of, and an agenda for, the SEC Meeting to all delegates of the SEC, Secretaries of affiliated Local Associations as detailed in 3(a), and the National Executive Member(s) for the SEC's area normally not less than fourteen days before the date of the SEC Meeting.

(c) The Scotland National Executive Members shall attend the SEC as full voting members. Each National Executive Member shall have the same powers and duties as if elected by a Local Association, but shall not be considered to be a delegate for a Local Association for the purposes of Rule 3(c).

(d) All members of the Scotland Officers Committee shall each be an ex-officio delegate to the SEC with the same powers and duties as if elected by a Local Association, but shall not be considered to be a delegate for a Local Association for the purposes of Rule 3(c).

(e) The General Secretary shall attend the SEC as an ex-officio member, and/or the General Secretary's nominee shall attend the Scotland Officers Committee as a non-voting ex-officio member.

(f) The National Officers shall have the right to attend and speak at all meetings of the SEC, but shall have no right to vote at such meetings.

(g) The quorum for an SEC Meeting shall be 50% of the total number of delegates entitled to attend the SEC plus one, representing not less than two thirds of the active Local Associations (active, meaning a Local Association with an elected Local Secretary and/or Treasurer). The Officers referred to in 4(a) shall count as part of the quorum.

(h) Any Executive Committee member who fails to attend three consecutive meetings of the Scotland Executive Committee without good cause accepted by the Scotland Executive Committee shall be deemed to have resigned their elected position. Any Executive Committee member so deemed to have resigned shall be eligible to stand for re-election to the vacancy.

12. EMERGENCY SEC MEETING

(a) An Emergency SEC Meeting may be called:

(i) at the request of the Scotland Officers Committee;

(ii) by delegates representing 20% of the total membership of the Local Associations affiliated to the SEC and not less than two thirds of the Local Associations affiliated to the SEC submitting written notice to the General Secretary or Nominee of their desire for such a meeting; or

(iii) at the request of the General Secretary or Nominee.

(b) The General Secretary or Nominee shall send notice of, and the agenda for, the Emergency SEC Meeting to all delegates of the SEC, Secretaries of affiliated Local Associations as detailed in 3(a), the General Secretary or Nominee and the National Executive Member(s) for the SEC's area not less than seven days before the date of the Emergency SEC Meeting.

(c) The Scotland NASUWT National Executive Members shall attend the Emergency SEC Meeting as full voting members. Each National Executive Member shall have the same powers and duties as if elected by a Local Association, but shall not be considered to be a delegate for a Local Association for the purposes of Rule 3(c).

(d) The General Secretary shall attend the Scotland Officers Committee as an ex-officio member, and/or the General Secretary's nominee shall attend the Scotland Officers Committee as a non-voting ex-officio member.

(e) The NASUWT National Officers shall have the right to attend and speak at the emergency SEC meeting.

(f) The quorum for the Emergency SEC Meeting shall be 50% of the total number of delegates entitled to attend the SEC plus one, representing not less than two thirds of the active Local Associations (active, meaning a Local Association with an elected Local Secretary and/or Treasurer). The Officers referred to in 4(a) shall count as part of the quorum.

13. SCOTLAND EXECUTIVE COUNCIL STANDING COMMITTEES AND CHAIRS

(a) All SEC delegates will serve on at least one SEC committee.

(b) The SEC shall appoint sub-committees to coordinate the work of the SEC:

These are flexible but, as a minimum, must cover the work of:
Equalities
Health & Safety
Policy
Recruitment, Organising & Training

(c) Before the end of Scotland Annual Conference, incoming SEC delegates will indicate their preferences in writing as to the SEC committee on which they wish to serve to the General Secretary or nominee.

(d) Following indication of preferences by delegates, the Scotland Officers' Committee will decide the membership of the SEC Standing Committees.

(e) Each SEC Standing Committee may co-opt up to a maximum of four members of Scotland NASUWT subject to the approval of the Scotland Officers Committee.

(f) The Scotland Officers referred to in Rule 4(a) shall be entitled to attend the Standing Committees of the SEC as full voting members.

(g) The Scotland NASUWT National Executive Members shall be entitled to attend the Standing Committees of the SEC as full voting members.

(h) The General Secretary shall be entitled to attend the Standing Committees of the SEC as an ex-officio member, and/or the General Secretary's nominee shall be entitled to attend the Standing Committees of the SEC as a non-voting, ex-officio member.

(i) The NASUWT National Officers shall have the right to attend and speak at all meetings of the Standing Committees of the SEC, but shall have no right to vote at such meetings.

14. CONDUCT OF BUSINESS

(a) Within four weeks of the beginning of each academic year, the General Secretary or nominee will distribute, on behalf of the Scotland Officers to all delegates of the SEC and the National Executive Member(s) for the SEC's area, dates for:

(i) the Scotland Annual Conference referred to in 10(a);

(ii) SEC Meetings referred to in 11(a);

(iii) the standing committees referred to in 13(b);

(iv) the submission of nominations for the elections referred to in 5(d);

(v) the submission of proposed amendments to the SEC Rules referred to in 17(a).

(b) Any SEC Meeting other than those notified to members under (a)(ii) above or 11(a) shall require a minimum of twenty-one days' notice to be sent with a provisional agenda to all delegates of the SEC and the National Executive Members for the SEC's area.

(c) SEC meetings shall be chaired by the Scotland President and in their absence by the Scotland Senior Vice-President. In their absence by the Scotland Junior Vice-President. In their absence the meeting shall be chaired by the Scotland Ex-President and in their absence in accordance with the Standing Orders for the SEC as published by the National Executive from time to time.

(d)

(i) When a vote is called by the Chairperson, delegates, who for this purpose shall have one vote each, shall indicate their assent or dissent by raising one hand for or against as appropriate. The Chairperson shall ascertain the result of the vote by making a judgement as to the number of hands raised respectively for and against and shall declare the result of the vote accordingly, which result shall be final unless not less than one fifth of the elected delegates present rise from their places and claim a Card Vote.

(ii) For the purposes of a Card Vote, each Local Association shall be entitled to one vote for each member of that Local Association as defined in 3(d). These votes may be divided amongst a Local Association's delegates by agreement of those delegates.

(iii) On the close of a Card Vote, the General Secretary or nominee shall count the votes cast. In the event of the total number of votes so allocated being greater than the number of votes available to a Local Association, the voting card shall be declared spoiled.

(iv) On completion of the count, the General Secretary or nominee shall sign and hand to the Chairperson a certificate stating the total votes cast, and votes cast for and against, which shall be conclusive as to the result of the Card Vote.

(v) In the event of a tie on a Card Vote, the Chairperson shall have a casting vote.

(vi) During the count of a Card Vote, the meeting may proceed with other business at the discretion of the Chairperson.

15. NASUWT NATIONAL CONFERENCE

(a) The SEC shall be represented at the NASUWT National Conference and at any NASUWT National Special Conferences, as prescribed by Rule 6(d)(iv) of the National Rules of the Union, by the Scotland President and another representative elected by the SEC.

(b) In the event of one or other or both not being able to attend, the SEC will appoint substitutes.

16. AMENDMENTS TO THESE RULES

(a) Any amendment proposed to these Rules shall be submitted to the General Secretary or Nominee in writing not less than forty days prior to the date of the Scotland Annual Conference.

(b) Amendments may be proposed by:

(i) the Scotland Officers Committee; or

(ii) delegates representing not less than 20% of the total membership of the Local Associations affiliated to the SEC and not less than two thirds of the Local Associations affiliated to the SEC.

(c) An amendment to these Rules shall require:

(i) a two thirds majority of those present and voting at the Scotland Annual Conference; and

(ii) the consent of the National Executive.

17.

In the event of conflict between these Rules and the National Rules of the NASUWT, the National Rules shall have precedence.