An application shall be accompanied by the recommendation of the Northern Ireland Tourist Board and shall state for which of the various purposes in said section mentioned the loan is required.

No loan shall be granted of less amount than £250.

Part 2. *Loans for the Provision of Additional Establishments.*

Where the Northern Ireland Tourist Board has certified that additional catering establishments are desirable in any district, an applicant for a loan for the provision of such establishment as aforesaid, shall make application in writing to the Ministry, furnishing such particulars and information as may be required by the Ministry.

No loan shall exceed 50 per cent. of the value of the lands and buildings in respect of which the loan is issued.

Part 3. *General.*

A loan, if made, shall bear interest at the current rate for Tourist Development Loans as fixed by the Ministry of Finance, and shall be secured in such manner as the Ministry, with the approval of the Ministry of Finance, shall direct and shall be repayable with interest at the times and in such manner as shall be agreed between the Ministry and the Borrower.

All legal costs, including stamp duty and registration fees, shall be paid by the borrower.

The Ministry shall be at liberty to require proof that the whole of the loan has been expended for the purpose for which it was made, and may require expenditure to be vouched.

ULSTER TRANSPORT AUTHORITY

Terms and Conditions of Employment

REGULATIONS,* DATED 9TH NOVEMBER, 1949, MADE BY THE MINISTRY OF COMMERCE UNDER SECTION 40 OF THE TRANSPORT ACT (NORTHERN IRELAND) 1948, (a).

1949. No. 210

WHEREAS the Ministry of Commerce may make regulations providing for the establishment and maintenance of machinery for the following purposes :—

(*a*) the settlement by negotiation of terms and conditions of employment of persons or classes of persons employed by the Ulster Transport Authority (hereinafter referred to as " the

(a) 12 Geo. 6 Ch. 16 (N.I.)

* These Regulations were approved in draft in accordance with subsection (3) of Section 71 of the Transport Act (N.I.), 1948, by the Senate and the House of Commons on 20th December, 1949.

Authority ") and the reference of such matters as may be agreed to arbitration in default of such settlement ;

(*b*) the promotion and encouragement of measures affecting the safety, health and welfare of persons or classes of persons employed by the Authority, and the discussion of other matters of common interest to the Authority and such persons :

AND, WHEREAS the Amalgamated Transport and General Workers' Union, the Associated Society of Locomotive Engineers and Firemen, the Irish Railwaymen's Union, the National Union of Railwaymen and the Railway Clerks' Association (hereinafter referred to as the Trade Unions of the first part) by their duly authorised officers have agreed with the Chairman of the Authority upon the machinery for those purposes :

AND WHEREAS the Ulster Transport and Allied Operatives Union (hereinafter referred to as the Trade Union of the second part) through their duly authorised officer has similarly agreed with the Chairman of the Authority upon the same machinery for those purposes :

NOW, THEREFORE, the Ministry of Commerce, by virtue of the powers conferred on it by Section 40 of the Transport Act (Northern Ireland), 1948, (hereinafter referred to as " the Act ") with the approval of the Ministry of Finance as respects the provision contained in Regulation 4 hereof, hereby makes the following Regulations :—

1. These Regulations may be cited as the Ulster Transport Authority (Terms and Conditions of Employment) (Northern Ireland) Regulations, 1949, and shall come into operation on the 21st day of December, 1949.

2. These Regulations shall apply to the persons, employed by the Authority in the classes and in the groups and grades named in the first, second and third columns of the First Schedule hereto who are members of any of the Trade Unions of the first part or of the Trade Union of the second part.

3. The machinery set forth in Parts I and II of the Second Schedule hereto is hereby established for the purposes of Section 40 of the Act for the persons to whom these Regulations apply.

4. There shall be paid to the members of the Transport Staff Tribunal which may be established under paragraph 2 of Part I of the Second Schedule such remuneration as the Ministry of Commerce, with the approval of the Ministry of Finance, may determine.

5. A copy of every agreement made under the provisions of Part I of the Second Schedule hereto, and a copy of every decision given by

the Transport Staff Tribunal which may be established thereunder shall be furnished to the Ministry of Labour and National Insurance.

6. All agreements relating to the terms and conditions of employment of the persons to whom these Regulations apply and subsisting between the Authority and the Trade Unions of the first part and between the Authority and the Trade Union of the second part at the date on which these Regulations come into operation shall remain in force until revoked or varied in accordance with the provisions hereof.

7. The Interpretation Act, 1921 (a), applies to the Interpretation of these Regulations as it applies to an Act of the Parliament of Northern Ireland.

Sealed with the Official Seal of the Ministry of Commerce for Northern Ireland this 9th day of November, One thousand, nine hundred and forty nine, in the presence of

(L.S.) *Arthur Acheson Farrell,*
Assistant Secretary.

The provisions contained in the foregoing Regulation 4 are hereby approved by the Ministry of Finance for Northern Ireland this 10th day of November, One thousand nine hundred and forty nine in the presence of

(L.S.) *John I. Cook,*
Second Secretary.

FIRST SCHEDULE

Class or Section	*Group*	*Grades*
1	*Agents, Clerks & Supervisors*	
	Agents	Stationmasters and Depot Agents.
	Clerks	Clerks (Male and Female)
	Supervisors	Traffic Department Inspectors, Goods Department Inspectors and Foremen, Permanent Way Inspectors, Signal and Telegragh Inspectors, Locomotive Foremen, Locomotive Running Inspectors, Carriage and Wagon Inspectors, Ticket Inspectors.
2	*Railway & Road Traffic Movements Staff excepting 'Bus Drivers and Conductors.*	
	Signalmen, etc.	Signalmen, Crossing Keepers.
	Guards, etc.	Guards, Rail Shunters, Yard Foremen.
	Traffic Staff	Cloakroom and L.P.O. Attendants, Excess Luggage Collectors, Station Foremen, Porters, Parcels Porters, Head Porters, Ticket Collectors, Messengers, Women Carriage Cleaners, Women Waiting Room Attendants, Women Train Attendants, Station Constables.

(a) 12 Geo. 5, Ch. 4 (N.I.)

Class or Section	*Group*	*Grades*
	Goods Staff	Lorry Drivers, Assistants on Lorries, Goods Checkers, Callers Off, Porters, Working Foremen, Horse Carters and Stablemen.
	Carriage & Wagon Examiners	Carriage & Wagon Examiners, Carriage & Wagon Oilers and Greasers,
3	*Road 'Bus Movements Staff.*	
	Drivers, etc.	'Bus Drivers, 'Bus Conductors.
	Garage Hands, etc.	Road Shunters, 'Bus Washers, Cleaners, Greasers, Tyremen.
	Parcels Messengers	Parcels Messengers.
4	*Loco Running Staff.*	
	Drivers, etc.	Engine Drivers, Firemen & Cleaners.
	Shed Staff	Shed Staff.
5	*P.W. Staffs.*	
	Gangers, etc.	Gangers (P.W.) Platelayers, Labourers.
	Signal & Telegraph Linemen, etc.	Gangers (S. & T.) Installers, Linemen, Labourers.

Any other grades not specifically mentioned above shall be included in appropriate Sectional Councils.

SECOND SCHEDULE

PART I

Machinery for settlement by negotiation of terms and conditions of employment.

Main Agreements.

1. Proposals for Agreements or the variation of existing Agreements covering rates of pay and conditions of service shall, if made by a Trade Union or Unions, be submitted direct to the Authority by the Trade Union or Unions of which the employed persons concerned are members, or, if made by the Authority, be submitted to the Trade Union or Unions affected. Any such proposals shall be dealt with in the first instance by negotiation between the Trade Union or Unions concerned and the Authority, and, if determined, shall be reduced to writing.

Constitution of Transport Staff Tribunal.

2. If the Authority and the Trade Unions concerned are unable to reach an Agreement, the matter in dispute may be referred to a Tribunal consisting of :—

(i) One member to be selected from time to time by the Authority from a panel previously nominated by them, and to serve until the particular issues referred have been decided.

(ii) One member to be selected from time to time by the Trade Unions representing the employees from a panel previously nominated by them, and who will serve until the particular issues referred have been decided.

(iii) A Chairman to be appointed by agreement between the Authority and the Trade Union or Unions, or, failing agreement, to be appointed by the Minister of Labour and National Insurance, after consultation with the parties. The appointment may be for a specified period or for the hearing of particular issues.

Persons ineligible.

3. No member or official of the Authority and no official or member of any of the Trade Unions, members of which are employed by the Authority, shall be eligible for appointment as a member of the Tribunal.

Tribunal may be assisted by Assessors.

4. If any of the parties to the issue before the Tribunal should so desire the Tribunal may be assisted by representatives of the parties sitting as Assessors, in which case the following provisions shall apply :—

Number of Assessors.

(i) For the hearing of any issue each Trade Union party to the issue may nominate not more than one representative as an Assessor, and the Authority may nominate not more than the same number in all.

Persons eligible as Assessors.

(ii) Such Assessors shall be either officials of the Authority or officials or members of the Trade Unions representing the employees of the Authority.

Function of Assessors.

(iii) Such Assessors shall be present at the hearing of the issue, but shall not intervene in the proceedings, otherwise than to put questions through the Chairman for the purpose of elucidating matters of fact.

(iv) In the private deliberations of the Tribunal the Assessors shall be present to advise upon such matters as may be required of them by the Tribunal.

(v) Assessors shall not sign the decision.

Function of Transport Staff Tribunal.

5. The function and duty of the Transport Staff Tribunal shall be to hear and decide issues as to salaries, wages, hours of duty and conditions of service.

Issues not referable.

6. No issue shall be referred to the Transport Staff Tribunal, which has not previously been discussed between representatives of the Authority and the Trade Union or Unions concerned.

Terms of reference to be agreed.

7. No issue shall be referred to the Transport Staff Tribunal except upon agreed terms of reference.

Procedure for submitting references.

8. The Authority or Trade Union desiring to refer an issue to the Transport Staff Tribunal shall notify the Trade Union or Authority and submit for their assent the proposed terms of reference.

Statement of Claim.

9. Within seven days of the adoption of the agreed terms of reference, the party or parties referring the claim shall submit to the party or parties opposing the claim a written statement setting out the main arguments in support of the claim.

Statement of Defence.

10. The party or parties opposing the claim to be referred to the Transport Staff Tribunal on receipt of the written statement submitted by the claimants, shall prepare a written statement, setting out the main arguments in opposition to the claim and shall forward this statement within fourteen days of receipt of the statement of claim to the party or parties submitting the claim.

Submission to Tribunal.

11. The party or parties submitting the claim shall thereupon forward to the Transport Staff Tribunal the agreed terms of reference and the statements of claim and defence, with a request that the Tribunal hear the parties on a date or dates to be agreed.

12. The cases of the parties shall be presented before the Transport Staff Tribunal by Officers of the Authority or the Trade Unions respectively. — Presentation of cases before Tribunal.

13. Hearings before the Transport Staff Tribunal shall be private to the parties unless otherwise agreed by the parties, or, failing agreement, unless otherwise decided by the Tribunal. — Proceedings to be private unless otherwise agreed or decided.

14. Decisions of the Transport Staff Tribunal shall set out a summary of facts and arguments submitted by the parties, shall be printed and issued to the parties and shall be published. — Decisions including summary to be published.

PART II

The promotion and encouragement of measures affecting the safety, health and welfare of persons or classes of persons employed by the Authority, and the discussion of other matters of common interest to the Authority and such persons.

1. Matters affecting the promotion and encouragement of measures affecting the safety, health and welfare of persons or classes of persons employed by the Authority, and the discussion of other matters of common interest to the Authority and such persons, shall be dealt with by Local Departmental Committees and Sectional Councils consisting of elected representatives of the employees and representatives appointed by the Authority in accordance with the following procedure : – — Local Departmental Committees and Sectional Councils.

2. At any Station, Depot, Office, Permanent Way and/or Signal and Telegraph Inspectors' area, or an agreed area for Staff not otherwise covered, at which the number of regular employees in a department (or in a group of grades, the composition of which shall be determined by the Authority and the staff concerned) is less than fifty, such regular employees may appoint not more than two of their number as Local Representatives to discuss with the Authority's Local Officials matters within the scope of paragraph 5 hereof. — Appointment of Local Representatives.

3. At any such Station, Depot, Office, Permanent Way and/or Signal and Telegraph Inspectors' area, or an agreed area for staff not otherwise covered, at which the number of such regular employees in a department (or in a group of grades, the composition of which shall be determined by the Authority and the Staff concerned) is fifty or over, a Local Departmental Committee may be established. — Establishment of Committees.

4. The object of the appointment of Local Representatives and of the establishment of Local Departmental Committees shall be to provide a recognised means of communication between the employees and the Local Officials of the Authority, and to give the employees a wider interest in their work and the conditions under which it is performed, with a view to the maintenance, development and economical working of the Authority's business. — Object.

5. The functions of a Local Departmental Committee shall be to consider any suggestions which may be referred to it regarding such matters as :— — Functions.

(i) Arrangements for link or rota working.
(ii) Arrangement of meal intervals, rosters and duty schedules.
(iii) Holiday arrangements.

(iv) Safety appliances, First Aid, Staff Accommodation, Welfare, etc. and vocational training.
(v) Labour saving appliances, etc.
(vi) Improvements in working methods and organisation, and general efficiency.
(vii) Measures intended to retain existing traffic or to secure new traffic.

Questions excluded.

6. Questions relating to the application of Agreements, apart from matters specifically remitted, shall not come within the function of Local Representatives or Local Departmental Committees.

Constitution.

7. A Local Departmental Committee shall consist of not more than four employees in the department or group of grades concerned (elected as provided in paragraph 8 hereof by and from the employees concerned who are 18 years of age and over with not less than twelve months' continuous service), and not more than four representatives of the Authority, one member of each side acting as Secretary for his side.

The inclusion of employees between 18 years of age and present adult age shall be without prejudice to the adult age in force for the purpose of wage rates.

Elections.

8. The whole of the arrangements in connection with elections shall be conducted jointly by representatives nominated by the Authority and the Trade Unions.

Terms of Office.

9. The employee members of a Local Departmental Committee shall hold office for a period of twelve months from the date of election.

Casual Vacancies.

10. Casual vacancies among the employee members of a Local Departmental Committee shall be filled by election in accordance with paragraph 8 hereof, but a member so elected shall only hold office for the remainder of the period for which his predecessor was elected.

Agenda and Meetings.

11. No subject shall be put on the agenda of a Local Departmental Committee which has not previously been submitted by the employee or employees concerned to the Authority and to the Secretary of the employees' side in writing, through the appropriate channels or notified by the Authority to the Secretary of the employees' side. Items for the agenda which come within the function of the Committees shall be accepted on the request of the Secretary of either side. Meetings shall be held as and when necessary, and within a period of seven days of receipt of an application for a meeting by either side. The Minutes of the meetings shall be made available to all members of the staff concerned. Meetings of the Committees shall, where practicable be arranged during working hours and reasonable facilities shall be afforded by the Authority to the elected representatives.

Contravention of Agreements, etc., precluded.

12. Arrangements shall not be introduced by the Management as a result of any discussion at a Local Departmental Committee which would be in contravention of any agreement made or decision given by the Transport Staff Tribunal, and currently in force.

Establishment of Sectional Councils.

13. The various grades of employees shall be allocated to not more than five Classes or Sections, and in respect of each such Class or Section, a Sectional Council shall be established, as set out in the First Schedule to these Regulations.

Constitution.

14. A Sectional Council shall consist on the one side of not more than eight representatives (elected as provided in paragraphs 18 to 21 hereof by and from the employees concerned who are eighteen years of age and over with not less than twelve months' continuous service) and on the other side of not more than eight representatives appointed by the Authority.

The inclusion of employees between 18 years of age and the present adult age shall be without prejudice to the adult age now in force for the purpose of wage rates.

Chairman & Secretary.

15. Each side of a Sectional Council shall elect its own Chairman from among the members of the side, and shall appoint a Secretary who may be additional to the elected or appointed representatives. The Secretaries shall attend all meetings and may take part in the proceedings.

Functions.

16. The functions of a Sectional Council shall be to consider any of the undermentioned subjects affecting the grades of employees allocated to the Class or Section :—

(i) Suggestions as to operating, working and kindred subjects and other matters in which the Authority and its employees are mutually interested, *e.g.*, co-operation with a view to securing increased business, greater efficiency and economy; the well-being of the staff; general principles governing recruitment and tenure of service.

(ii) The local application of Agreements relating to standard salaries, wages, hours of duty and other standard conditions of service.

Contravention of Agreements, etc., precluded.

17. Arrangements shall not be introduced by the Sectional Councils which would be inconsistent with an existing agreement between the Authority and the Trade Unions, or contrary to any decision of the Transport Staff Tribunal.

Division of Section into group of grades.

18. The employees allocated to each Class or Section shall be sub-divided for election purposes into two or more groups of grades having a common interest.

Allocation of representatives to groups of grades.

19. Each group of grades within a Class or Section shall be allotted a fixed number of employees' representatives on the Sectional Council.

Division of Undertaking for election purposes.

20. The area served by the Authority shall be divided for election purposes into two suitable districts. The division shall be made in such a manner that the aggregate number of employees in the several groups of grades in each district shall, as far as practicable, be equal, but in no case shall the employees in a group of grades at any one Station or Depot be divided and placed on separate electoral districts.

Allocation of representatives to group of grades.

21. Where one representative only on a Sectional Council is allotted to a group of grades, he shall be elected by the whole of the employees in such group of grades.

Arrangements for Elections.

22. The whole of the arrangements in connection with elections shall be conducted jointly by representatives nominated by the Authority and the Trade Unions.

Term of Office.

23. The life of each Council shall be three years, but where three representatives are elected for a group in a particular area, one representative shall retire each year and the vacancy thus caused shall be filled by election in accordance with paragraph 22 hereof. In the first instance, the elected candidate who secures the lowest number of votes shall be the first to retire. The elected candidate with the next lowest number of votes shall retire at the end of two years, and the candidate with the highest number of votes at the end of the third year.

Thus when the election takes place at the end of three years, two members in the three seat areas shall retain their seats and go forward into the new Council, and thereafter the member to retire each year in those areas shall be the member with the longest membership.

Vacancies.

24. Casual vacancies among the elected members of a Sectional Council shall be filled by election in accordance with paragraph 22 hereof. The member so elected shall be an employee of the Authority in the group of grades and district represented by his predecessor, and shall only hold office for the remainder of the period for which his predecessor was elected.

Junior Staff.

25. Juniors employed in the Class or Section of employees covered by a Sectional Council (although not qualified to nominate, vote or be elected) shall be included for representation purposes with the staff eighteen years of age or over with whom they are associated in their work, *e.g.*, Lad Porters shall be included in the Porters, Van Boys with Lorry Drivers, etc.

Election results.

26. A Statement of the results of the election of employees' representatives shall be printed and posted up at the depots, stations, etc., in such a manner as to be accessible for the information of the employees concerned. A copy shall also be supplied to each member of the Council concerned.

Meetings.

27. Meetings of a Sectional Council shall be held as and when necessary, but there shall be not less than two regular meetings of each Council annually. Special meetings of the Councils shall be arranged between the Secretaries at such times as may be necessary.

Reference to Authority.

28. Matters, which, under paragraph 16 hereof, are referable to a Sectional Council shall first be submitted by the employee or employees concerned to the Authority through the appropriate channels.

Reference to Secretary.

29. An answer shall, if practicable, be given within fourteen days, and in the absence of a satisfactory answer within twenty-one days the facts may be notified by the employee or employees affected to the Secretary of the employees' side of the Council concerned.

30. If the Authority desires to refer to a Sectional Council any matter referable under paragraph 16 hereof, the Secretary of the Authority's side shall notify the Secretary of the employees' side of the Council concerned.

Reference by Authority to Council.

31. Notice of any subject which either side desires to discuss shall reach the Secretaries not less than fourteen days and the Agenda shall be circulated not less than seven days before each Meeting.

Agenda.

32. Any difference between the Secretaries as to whether subjects which either side proposes to place on the Agenda come within the scope of paragraph 16 hereof and can be properly discussed by a Council may be submitted by the Authority to the Trade Unions, or by the Trade Unions to the Authority, and, failing agreement, may thereafter be referred to the Transport Staff Tribunal for decision.

Differences regarding eligible subjects.

33. Subjects not on the Agenda shall not be raised at any meeting except with the consent of both sides.

Subjects not on Agenda.

34. All decisions of a Sectional Council shall be arrived at by Agreement between the two sides.

Decisions.

35. The minutes of the meetings, having been signed by the two Chairmen and the two Secretaries of the Sectional Council, shall be printed and posted up at the depots, stations, etc., in such a manner as to be accessible for the information of the employees concerned. A copy shall be supplied to each member of the Council concerned.

Minutes.

36. Secretaries and all members of Sectional Councils shall be allowed free travelling on the Authority's Passenger Services for the purpose of attending meetings of these bodies, and meetings for the election of representatives.

Free travel.

37. The expenses in respect of the provisions of paragraphs 26 and 35 hereof shall be borne by the Authority.

Expenses.

38. Any question falling within the scope of paragraph 16 (1) which has been dealt with by a Sectional Council, but not disposed of, may be referred to the Headquarters of the Trade Union or Unions concerned, who may raise the matter with the Headquarters of the Authority.

Questions under Paragraph 16 (1).

39. Any questions falling within the scope of paragraph 16 (ii), which have been dealt with by a Sectional Council, may, failing agreement, be referred to the Headquarters of the Trade Union or Unions concerned who may raise the matter with the Headquarters of the Authority. Such questions, failing agreement, may then be referred to the Transport Staff Tribunal.

Questions under Paragraph 16 (ii).