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# REPORT of the COUNCIL OF WOMEN CIVIL SERVANTS (HIGHER GRADES) (Approval No.: 202 C.S) 1930 RICHMOND :

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# Report of the COUNCIL OF WOMEN CIVIL SERVANTS

(Approval No.: 202 C.S.)

1930

(HIGHER GRADES)



# 351-400 COU

#### Executive Committee, 1930–1931.

#### Officers

MISS SANDAY, O B.E.	(Chairman) -	A.G. D	ept., Gener	al Post Office
MISS IBBERSON (Hon.	Secretary) -	-	- Minis	try of Labour
MISS CLAYTON (Hon. A	sst. Secretary)	-	- Board	l of Education
MISS KEITH (Hon. Tree	asurer) -	A.G. D	ept., Gener	al Post Office

Representing

#### Committee, 1930-31.

Departmen	t				Represented by
Admiralty -	-	1	-	-	MISS BASS, O.B.E.
Agriculture and Fisher	ies, M	inistry	of	-	MISS ALLEYNE, M.B.E.
British Museum (Natur			-	-	MISS AUBERTIN
Board of Control	-	-		-	MRS. PINSENT, C.B.E.
				(	MISS FORD
Education, Board of	-	-	-	- {	MISS TANN
,, ,, (Victor	ia and	Albert	Muse	eum)	MISS CLAYTON
Foreign Office -	-	-	-	CAN BE ASSOCIATE OF STREET	MISS ANDERSON
				(	Miss Colles
Health, Ministry of	•	-	-	- [	MISS MCCLEVERTY
Home Office (Children	's Brai	nch)		-	MISS WALL
,, ,, (Factory)			-	-	MISS VICKERS
Inland Revenue, Board		-	-	-	MISS LE HUQUET
				(	MISS IBBERSON
Labour, Ministry of	-	-	-	- {	MISS SMIETON
				(	MISS WALLS
National Savings Com	nittee	-	-	-	MISS LOOKER
Overseas Trade, Dept.		-	-	-	MISS WOOD
Pensions, Ministry of		-	-	-	MISS SMYTH
Post Office (A.G.D.)	-		-	-	MISS KEITH
,, ,, -	-		-	-	MISS SANDAY
,, ,, (M.O.D.)	-	-	-	-	MISS LE PLASTRIER
,, ,, (S.B D.)	-	-	-	-	MISS IRELAND
Public Record Office	-	-	-	-	MISS POTTER
Public Trustee Office	-	-	-	-	MISS AYRES
Transport, Ministry of	-	-	-	-	MISS PROCTER-GREGG
Treasury	-	-	-		Mrs. Lucas
		-		/ * * *	( CT 10 )

Co-opted Member-MISS FOSTER (Ministry of Labour).

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# Names and Addresses of Officers and Regional Secretaries, September, 1930.

#### PRESIDENT AND CHAIRMAN OF EXECUTIVE COMMITTEE.

MISS E. SANDAY, O.B.E., A.G.D., General Post Office, King Edward's Buildings, London, E.C.

#### HON. TREASURER.

MISS A. KEITH, A.G.D., General Post Office, 86-88, Leonard Street, London, E.C.

#### HON. SECRETARY.

MISS D. IBBERSON, 53, Warwick Square, S.W. 1.

#### HON. ASSISTANT SECRETARY.

MISS M. CLAYTON, Victoria and Albert Museum, South Kensington, S.W. 7.

#### **REGIONAL SECRETARIES.** London and South-Eastern Region.

MISS ALLEYNE, Ministry of Agriculture, 10, Whitehall Place, S.W. 1.

MISS TANN (Board of Education), 12, West Eaton Place, S.W. 1.

(Note.-The allocation between Miss Allevne and Miss Tann is on a Departmental basis, Miss Alleyne taking the Admiralty, Ministry of Agriculture, Board of Control, Ministry of Health, Ministry of Labour, Department of Overseas Trade, Ministry of Pensions, Public Record Office, Public Trustee Office, Ministry of Transport, Treasury, and Associate Members; and Miss Tann, the British Museum, Board of Education, Foreign Office, Home Office, Board of Inland Revenue, National Savings Committee, Post Office, and Board of Trade.)

#### South Midlands and Eastern Region.

MISS THOMAS (Board of Education), 97, Princess Road, Leicester.

## South-Western and Wales Region,

THE HON. MIRIAM PEASE (Home Office), 7, Canynge Square, Clifton, Bristol.

#### West Midlands Region.

MISS M. DARLOW (Ministry of Labour), 205, Corporation Street, Birmingham.

#### North-Western Region (Manchester).

MISS MOYES (Employment Exchange), 30, Dickinson Street, Manchester.

#### North-Western Region (Liverpool).

MISS DINGLE (Home Office), 5, Luke's Chambers, Bold Place, Liverpool.

#### Yorkshire and East Midlands Region.

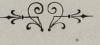
MISS CONNELL (Ministry of Labour), Oakroyd, Victoria Crescent, Horsforth, Leeds.

#### Northern Region.

MISS MURRAY (Board of Education), 13, Victoria Square, Newcastle-on-Tyne.

#### Scottish Region.

MISS R. M. GLEN (Department of Health for Scotland), 250, St. Vincent Street, Glasgow.



# Council of Women Civil Servants (Higher Grades).

### **REPORT**, 1929-1930.

#### Membership.

The number of members at April 1930 was 390, including 5 associate members, and the total paid-up membership for the year ending December, 1929, was 357 as against 310 in the previous year.

In June, 1930, the membership had risen to 439 (including 5 associate members). This figure is made up by 66 new memberships as against 17 resignations. Six departments are now represented for the first time on the Executive Committee.

The distribution of members among the various Departments is as follows:—

Admiralty ... ... Agriculture and Fisheries, \*Agriculture, Department of \*†British Museum (Natural 1 \*†Control, Board of ... \*Control, General Board of Education, Board of, \*†Victoria and Alber Foreign Office ... ... Health, Ministry of ... Health, Department of, f Home Office ... ...

		No.
		2
, Ministry of		4
of, for Scotlar	nd	1
History)		1
	••••	3
of (Scotland)		1
including	the	
rt Museum		62
		6
		104
for Scotland		9
		34

				No.
*India Office				1
†Inland Revenue, Board of		10		13
Labour, Ministry of				122
National Savings Committee	e			3
*†Overseas Trade, Department	t of			1
Pensions, Ministry of				8
Post Office				49
*Prison Commission			•••	
*†Public Record Office				1
Public Trustee, Office of				4
*Scientific and Industrial Re	search	, Depa	rt-	
ment of				
Trade, Board of				1
<sup>†</sup> Transport, Ministry of				1
Treasury				1
Retired (Associate Members	)			10

The Council is now strongly representative of the Administrative, Departmental and Professional Classes, but desires to strengthen its membership amongst the Executive Class, members of which, owing to their scattered allocation throughout the Provinces, are somewhat difficult of approach. Members are urged to give special attention to the question of recruiting members of this class, especially new entrants.

#### Secretaryship.

Early in 1930, Miss Foster, to the deep regret of the Executive Committee, was obliged, for private reasons, to mesign the Secretaryship of the Council, which she had held for five years, and was succeeded by the Assistant Secretary, Miss Ibberson. In May, 1930, Miss Clayton, Victoria and Albert Museum, was appointed Hon. Assistant Secretary.

#### Meetings.

The Seventh Annual General Meeting of the Council was held, by kind permission of the Principal and Council, at Bedford College for Women on Saturday, November 30th, 1929, and was attended by 103 members. The President, Miss Sanday, O.B.E., was in the chair.

The principal business before the meeting was to consider the question of giving evidence before the Royal Commission on the Civil Service.

In presenting the Annual Report, the Chairman congratulated the Council on the keenness and enthusiasm of the "new blood" appointed to the Executive Committee as well as the continued interest of the retired members.

As regards the Royal Commission, the Executive Committee had prepared themselves for the possibility of giving evidence by the issue of a questionnaire designed to elicit the views of members. The decision as to whether evidence should be given was to be taken by the meeting.

The Executive Committee took the view that the Council should confine its evidence (if any) to questions on which women Civil Servants had a special point of view, leaving general service questions to the grade associations.

Preparatory memoranda on the various questions specially affecting women had been circulated. The preparation of these had entailed a great amount of work and had necessitated the engagement of paid clerical assistance. To meet the necessary expenses members would be asked to adopt a resolution empowering the Executive to raise a levy.

The adoption of the Annual Report was moved by Miss Wamsley (Ministry of Health), seconded by Miss Bond (Ministry of Labour), and carried unanimously.

<sup>†</sup> Departments thus marked are represented for the first time in 1930 on the Executive Committee.

<sup>\*</sup> Departments thus starred are represented for the first time in 1930 in the Council's membership.

The Treasurer's Report was presented by Miss Keith (Hon Treasurer), who stated that the balance in hand would be inadequate to meet the expenses of giving evidence.

The adoption of the Report was moved by Miss Tann (Board of Education), seconded by Miss E. M. Gardner (Ministry of Health), and carried *nem con*.

The Chairman moved the following resolution:-

"That in the opinion of this meeting it is desirable for the Council to give evidence before the Royal Commission on the Civil Service."

The motion was carried unanimously.

The Chairman then moved :---

"That a levy of 5s. per head should be voted to meet the expenses of preparing and giving such evidence."

After discussion, Miss Jesse proposed the following amendment: ---

"That a levy of 5s. to 10s. per head in the Administrative and Higher Executive Classes and their Departmental equivalents, and 2s. 6d. per head in the Junior Executive grade and its Departmental equivalents should be voted to meet the expenses of giving such evidence."

The amendment was carried by 52 votes to 35. The original motion was therefore withdrawn.

The meeting then proceeded to the consideration of the memoranda circulated.

The discussion on "Recruitment and Opportunity" was opened by Miss Smyth, and the recommendations of the Executive Committee agreed by the meeting with slight amendment. The discussion on "Equal Pay" was opened by Miss Wall, who expounded a scheme for the application of equal pay over a period of three years.

The meeting supported the scheme, but agreed to leave to the Executive Committee the decision as to whether the scheme should be included in the Council's written evidence.

The discussion on "Superannuation" was opened by Miss Schofield.

It was agreed that, pending the grant of Equal Pay, the Council should ask for the retention of the 1859 Act for women.

The discussion on the "Marriage Bar" was opened by Miss Ibberson, who dwelt upon the connection between this subject and Equal Pay, and asked for an expression of opinion on the subject of whether maternity leave should be with or without pay.

On a motion being put, 24 votes were given for special leave without pay, and 11 for leave with pay.

Miss MacWilliam desired to thank the Chairman and Executive Committee for the work they were doing, and to assure them of the support of the regional groups. She proposed a vote of thanks, which was carried with acclamation, and after a reply by the Chairman the proceedings terminated

#### **PROCEEDINGS OF COMMITTEES.**

The Executive Committee met eleven times during the twelve months ending June 30th, 1930. This abnormal number of meetings was due to the heavy work entailed by giving evidence before the Royal Commission on the Civil Service.

On February 6th a **Recruitment Sub-Committee** was set up consisting of the officers and the Misses Alleyne and Anderson. The Misses McCleverty and Tann were subsequently co-opted. The sub-committee has met four times, and has done excellent work, enrolling 54 new members, many of them in departments not hitherto represented on the Council's membership. The Executive has now made the sub-committee a standing one.

#### Preparation of Evidence for Royal Commission.

On July 23rd a standing **Royal Commission Sub-Committee** was appointed, consisting of the officers together with the following members:—

Miss Durham, O.B.E., ex-President, the Misses Anderson, Cale, Ford, McCleverty, Schofield, and Smyth.

Miss Wall was appointed Assistant Secretary to the sub-committee.

Miss Cale subsequently resigned. Miss Tann, after acting as substitute for Miss Ford, was co-opted to the committee. Miss E. M. Gardner was appointed vice Miss McCleverty at an early date.

On November 19th a drafting sub-committee, consisting of the officers together with the Misses Durham and Tann, was set up. The Misses Ford, Smyth, and E. M. Gardner were subsequently co-opted.

The Royal Commission Standing Sub-Committee held no less than thirty-six meetings. The drafting sub-committee met at weekly or even more frequent intervals up to May 2nd, and was then combined with the standing sub-committee. When it is said that meetings, beginning at 5.30, rarely concluded before 9 o'clock, and towards the end occurred almost daily, it will be realised that the work performed has been very onerous indeed, and that the Council owes a heavy debt to the members of the sub-committee, many of them travelling officers, who have made the sacrifices of leisure necessary to produce a document which will, it is hoped, serve as a permanent record of the women's case at this time.

Mention of this work would be incomplete without a tribute to Miss Hossack, the Council's secretarial assistant, without whose unfailing reliability and zeal the committees could not have functioned and completed their work. At the last, when the time-limit for the submission of evidence had almost been reached, Miss Hossack actually worked so late as to miss the last train to Wimbledon, and spent the night in one of Messrs. Lyons' establishments!

The Council's grateful thanks are also due to the Federation of Women Civil Servants for their constant helpfulness and courtesy. They have permitted the use of their duplicator throughout, and have, moreover, given free office accommodation to Miss Hossack during the last months of the preparation of evidence.

#### The Questionnaire.

The replies to the questionnaire sent out with a view to the preparation of evidence for the Royal Commission showed majorities in favour of the removal of the Marriage Bar, and of the application of the 1909 Superannuation Act to women in the event of Equal Pay being conceded. They also showed that a large proportion of the Council's members are responsible for dependants or anticipate being so at a later date. Material contained in members' replies has been collated under subjects and used in the preparation of the Council's evidence.

#### The Special Levy.

The levy has to date produced £98 10s. 3d. from 273 members, an average of 7s. 2d. per head. Those members

who have contributed have done so on a generous scale. Unfortunately, expenses, especially the engagement of paid assistance over a protracted period, have more than exhausted the sum realised, and the Council's balance, as shown by the (unaudited) supplementary balance sheet up to September 5th, is dependent on the payment of outstanding subscriptions if it is to meet ordinary current expenses for the remainder of the calendar year. The proportion of these outstanding is very large, and members are asked in future to give the Council the advantage of subscriptions promptly paid in January.

#### The Council's Evidence.

The Council's statement, as handed in to the Royal Commission, will be printed by H.M. Stationery Office. This document represents the year's work, and lays down the lines along which the Council's activities will presumably be directed for a number of years to come. Whatever the upshot of the Royal Commission may be, the process of working out a clearly-defined policy has been invigorating, and its salutary effects should be reflected in the Council's activities for many a long day to come.

The Council proposes to send out to each of its members a copy of the evidence submitted to the Royal Commission, and to ask for a levy of 2s. per head to meet the expense. The price to the public will be 3s. per copy.

#### The Equal Pay Committee.

In 1929 the National Staff Side delegated to the Equal Pay Committee the task of giving evidence on that subject if they were able to arrive at a basis agreed by their constituent bodies. The immediate prospect of taking action, however, revealed grave differences between the bodies represented. After attempts had been made to arrive at a common kine of action, and after it had become plain that no agreement could be reached, either on the presentation of the case or the method of application advocated, a resolution was passed to the effect that constituent bodies should leave their case to be presented by the Equal Pay Committee. The Council and the Federation of Women Civil Servants, being unwilling to abdicate the right to give separate evidence, then withdrew their representatives, as did also the First Division Association, although for different reasons. As the remaining constituents were all represented on or co-operating with the National Staff Side, the Committee then relegated to that body the duty of giving evidence on Equal Pay.

It is understood that the chairman of the Equal Pay Committee, George Middleton, Esq., J.P., M.P., is to be the witness.

#### **Regional Activities.**

Several of the groups have held social and business meetings, and the Manchester group arranged a joint meeting with the local branch of the Institute of Industrial Welfare Workers. This was held in November at the Textile Institute, when Miss Phœbe Walters, Secretary of the Residential College for Working Women at Surbiton, gave an account of the work of the College, which was much appreciated. This was a more or less social meeting.

The Manchester group further reports that during the year ending June 30th, 1930, two social meetings and three business meetings have been held.

The first, a successful joint expedition to Chester with the Liverpool group, took place in July, when 14 members of the group and seven members from Liverpool visited the Cathedral, and were welcomed by the Dean, who gave a short account of its history and development in the Refectory, after which all went round the Cathedral. This was followed by tea, and then the party split up, and members visited old parts of the city or went on the river. During the Autumn the activities of the branch were chiefly devoted to matters connected with the Royal Commission. Great efforts were made to get all members to answer the Questionnaire, and twenty-nine out of thirty-five sent in answers. Two of those who did not answer were Board of Education members, on whose behalf evidence was being separately prepared, and the rest were people living at a distance who were hardly in touch with the branch.

The subjects dealt with in the Questionnaire were briefly discussed at a branch meeting and a debate on "Family Allowances" took place at a subsequent meeting. The discussion was opened by an interesting paper in favour of family allowances from Miss Candy (Ministry of Labour), which, owing to her absence on sick leave, was read by Miss Moyes. The case against family allowances was then lucidly put by Miss Richmond (Ministry of Labour), and a general discussion followed.

The agenda for the Annual General Meeting and the minutes of this and the Executive Committee Meetings were also discussed at the branch meetings, which were generally held at 5.30 p.m., and were followed by supper in a restaurant nearby, so that members have an opportunity of meeting each other in an informal way.

The branch membership has been reduced by the transfer of seven members to other places, and only four new members have joined, leaving a total of thirty. It is expected that several people recently transferred to Manchester will join the group.

The branch is at present without a Regional Secretary, Miss McWilliam having been transferred to Bristol. Miss Moyes, Chairman, has kindly consented to carry on until a secretary can be found. The South-West and Wales Regional Area reports that there are 37 members of this group. Since the last Annual Meeting of the Council two members have been transferred to other areas—Miss Baster (Board of Education) to London, and Miss Lehfeldt (Insurance Department) to Bradford and one member has resigned, Miss Margetts (Insurance Department). Three members have joined the group—Miss D. Johnson (Factory Department, Home Office), and Miss D. McWilliam, of the same Department, transferred from London and Manchester, and Miss A. Wheeler (Insurance Department), whose transfer from London has not been received.

In December, 1929, Miss A. Deane (Ministry of Labour) resigned the position of Chairman, which she has held for some years, and was succeeded by Miss Fergusson (Board of Education.). Miss Baster resigned the secretaryship owing to her removal to London, and was succeeded by Miss Miriam Pease. The group was very sorry to lose Miss Lehfeldt, who had done much of the secretarial work, and had been a great help to the organisation.

Two good meetings have been held, one in December, 1929, when 23 members were present, and the proceedings of the Annual Meeting and the evidence to be given before the Royal Commission were discussed, and one at the end of May, 1930, when Miss Ibberson, the Hon. Secretary to the Executive, gave an extremely interesting account of the work of the sub-committee preparing evidence to be given before the Royal Commission, and explained the policy of the Executive Committee. Though only 11 members were present at this meeting, they all felt that it was one of the most stimulating that they had ever attended. It was decided to try and hold the next meeting in Wales at the end of October or beginning of November in order to keep in touch with the Welsh members who are unable to come to Bristol. The activities of the Council are somewhat apt to suffer from the frequent changes of regional secretaries, which have been particularly numerous during the past year. While some regions transact their business, answer correspondence, notify transfers, etc., with the utmost promptitude, others are not so kind to a harassed secretary. The difficulty of keeping the interest of regional groups alive and active when so large a proportion of the membership consists of travelling officers, who often find attendance at meetings very difficult, is fully realised, and it is hoped that some steps to keep the Provinces more closely in touch with Headquarters may be taken in the future.

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#### Propaganda.

In May last, Miss Ford (Board of Education), by invitation of the Northern branch of the British Federation of University Women, spoke, at Sunderland Training College, on the position of women in the higher grades of the Service, with special reference to the terms of reference of the Royal Commission.

#### Honours Conferred on Members.

The Council's congratulations are offered to Miss Philip, Chief Woman Inspector, Board of Education, and Miss Ward, late Deputy Chief Inspector, Ministry of Health (Insurance Department), on the honour of C.B.E. and O.B.E. conferred upon them respectively.

#### Retirement of Miss M. M. A. Ward.

The retirement of Miss Ward on the grounds of health is much regretted, and it is hoped that her health may so improve as to enable her fully to enjoy the leisure of retirement. Miss Ward was appointed an Inspector on the Outdoor Staff of the National Health Insurance Commission in October, 1912. She became Chief Woman Inspector in 1913 in succession to Miss Deane Streatfeild, and with her played a prominent part in the strenuous task of organising and working out the functions of the women inspectorate. During Miss Ward's term of office the re-organisation of the inspectorate on the lines of almost complete aggregation took place with her very hearty co-operation and support.

#### Distinguished Work Performed by Members.

Congratulations are also offered on the following distinguished pieces of work: —

Dame Janet Campbell, D.B.E., M.D. (Ministry of Health), on the request of the Australian Government that she should assist and advise them in the establishment of a Maternity and Child Welfare division in the Commonwealth Department of Health, spent six months in Australia investigating the conditions in all the States, and presented a report to the Prime Minister of the Commonwealth in December, 1929.

Miss B. M. le Poer Power, Ministry of Labour (Trade Boards Division), has been appointed a member of the Royal Commission on Labour in India, and has already spent the first of two cold weathers in that country.

Miss Ford (Board of Education) was invited by the English Speaking Union to visit the United States as their guest, in order to see something of American educational methods. She visited a number of Eastern cities, and travelled as far west as Chicago, and at Washington was entertained by the American Federation of University Women.

Miss J. I. Wall, Home Office (Children's Branch), represented H.M. Prisons Commission at the Prisons Conference at Prague.

Miss E. Russell Smith (Ministry of Health) has been appointed Assistant Private Secretary to the Minister of Health.

Miss E. A. Sharp (Ministry of Health) has been appointed Secretary to the Departmental Committee set up to consider conditions of recruitment and promotion in the Local Government Services.

#### NOTES ON DEPARTMENTS.

## The Board of Education and the Royal Commission.

The Board of Education Inspectors' Association having decided to appear in evidence before the Royal Commission, it was agreed that the women inspectors should give evidence on their own behalf. The Misses Tann, Ford, and Fergusson therefore appeared before the Commission on March 26th and 27th, and gave evidence on the position of women inspectors in the Board's organisation. Women H.M.I.'s complained of restriction of opportunity due to segregation of work, and asked for an organisation which would give them wider scope. It is sincerely hoped that this spirited effort will result in throwing open to them the whole field of education—a field in which aggregation seems particularly appropriate.

#### **Report of the Departmental Committee on the Home Office** Factory Inspectorate.

The Council welcomes this excellent report, with its appreciation of the work done by the factory inspectors of both sexes and its evaluation of the alleged prejudice as regards the employment of women. The recommendations for an increased degree of aggregation are a source of great satisfaction, and the Council welcomes the frank statement that women cannot make their due contribution without representation both in the higher ranks and in the intermediate ones which serve as training ground.

It is gratifying to think that one of the Council's expresidents, Miss Martindale, O.B.E., was a member of the Departmental Committee issuing this report, which marks a definite step forward in the employment of women in the Civil Service.

#### Departments and Branches Employing Women for the First Time in 1929-30.

Education, Department of, for Scotland. The first woman has recently been appointed to the general inspectorate of schools.

#### Metropolitan Police.

A woman commissioner has been appointed.

#### Home Office, Public Record Office.

A woman Assistant Principal has been appointed in each of these Departments.

Miss E. S. Fraser (Ministry of Labour) has been appointed a Deputy Divisional Controller in the N.W. Division (Manchester). This is the first time that such a post has been held by a woman.

The list of higher grade posts held by women, which usually appears in the Annual Report, has been omitted this year, in view of the fact that an up-to-date list of these is included in the evidence submitted to the Royal Commission.

## Council of Women Civil Servants (Higher Grades).

Statement of Receipts and Expenditure during year ended 31st December, 1929.

	3 5 3	EXPENDITURE.       £ s. d.         By Printing
		Less Outstanding Cheques 6 7 9
		104 19 4 In Hands of Treasurer 0 1 2 105 0 6
£206	6 0 6	£206 0 6
(Signed) A. KEITH, Hon. Treasurer, 27th January, 1930.		Examined with the vouchers and found correct, 1st March, 1930. (Signed) M. F. BROWNE.

#### Constitution and Rules.

#### I.-TITLE.

#### Council of Women Civil Servants (Higher Grades).

#### II.-MEMBERSHIP.

All established women Civil Servants in the Administrative, Professional, and Executive Classes, and in such departmental grades as may be ruled by the Executive Committee to be of comparable status, shall be eligible for membership of the Council. Applications for membership must be made on the prescribed form.

Women Civil Servants who, previous to their retirement, were members, may, on or after retirement, become Associates of the Council. Such Associates shall not be eligible to serve on the Executive Committee, nor shall they be present or vote at any meeting of the Council or any Committee thereof.

#### III.-OBJECTS.

(1) To provide a means of communication between women in the higher branches of the Civil Service.

(2) To provide an organisation by which their united views may be ascertained and expressed, and joint action taken where deemed advisable.

(3) To work for equality in regard to opportunity, status and pay, as between men and women in the Civil Service.

#### IV.-EXECUTIVE COMMITTEE.

The work of the Council shall be conducted by an Executive Committee, who shall be responsible to the Council. The Committee shall consist of the Officers and two representatives from each Department having not less than twenty members or more than 100 members. Departments with less than twenty members shall be entitled to one representative only, and Departments with over 100 members to one additional representative in respect of each additional 100 or fraction of 100 members. The representatives of each Department on the Committee shall be formally elected by the members in that Department from among their number.

The Executive Committee shall have power to co-opt, either temporarily or for its term of office, any member of the Council. Such co-opted members shall not at any time exceed three in number.

The Subscription shall be 3s. 6d., payable by each member of the Council on the 1st January of each year. In the case of Associates the subscription shall be 2s. per annum. Regional Secretaries shall be entitled to forward to the Treasurer at the end of June and December for settlement a statement of the amount of local expenses incurred by them for postage and stationery.

#### XI.-AMENDMENT OF CONSTITUTION AND RULES.

The Constitution and Rules can only be amended by a motion. or motions passed at the Annual General Meeting.

Written notice of proposals to modify the Constitution and Rules shall be given to all members a reasonable time before they arebrought forward at a General Meeting.

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The Executive Committee shall be re-elected triennially. Retiring members shall be eligible for re-election. When a vacancy in the representation of a department occurs within six months of the triennial election, the retiring member shall be asked to nominate a Deputy to serve on the Committee for the intervening period.

#### V.-OFFICERS.

The Officers shall consist of Chairman, Hon. Treasurer, Hon. Secretary, and Hon. Assistant Secretary. They shall be appointed by each new Executive Committee from among the members of the Council, though not necessarily from the elected representatives forming the Committee. They shall hold office until replaced by Officers appointed by the next Executive Committee and shall be eligible for re-appointment.

#### VI.-MEETINGS OF THE COUNCIL.

A General Meeting of the Council shall be called at least once annually, at which the Annual Report of the Executive Committee shall be presented. Written notice of proposals to be brought forward at the Annual General Meeting shall be sent to every Regional Secretary a reasonable time before the meeting is held, for the consideration of the members of Regional Groups. A Special Meeting of the Council may be called at the written request of the Executive Committee or of fifty members of the Council.

#### VII.-MEETINGS OF THE EXECUTIVE.

Ordinary Meetings of the Executive Committee shall be held every two months. Special Meetings shall be summoned at the discretion of the Officers or at the written request of six members of the Executive Committee or twenty-four members of the Council.

Members unable to attend may send a deputy, who shall be entitled to vote.

#### VIII.-QUORUM.

Fifty shall constitute a quorum for a meeting of the Council, and six for a meeting of the Executive.

#### IX.-REGIONAL SECRETARIES.

The Executive Committee shall keep in touch with members throughout the country through Regional Secretaries, to whom information following each meeting of the Committee or Courcil shall be supplied. Regional Secretaries shall hold office for three years and be eligible for re-election. They shall be appointed by the members of the Regional area concerned. If no appointment is made within a reasonable time, the Committee shall proceed to appoint.

## Council of Women Civil Servants (Higher Grades). LIST OF MEMBERS, 1930.

In this List the following abbreviations are used:-

A.G.D	Accountant-General's Department.
B. of E	Board of Education.
E.E	Employment Exchange.
G.P.O	General Post Office.
M	Ministry of
<b>M.</b> H	Ministry of Health.
M.L	Ministry of Labour.
M.O.D	Money Order Department.
S.B.D	Savings Bank Department.

#### ADMIRALTY.

Bass, E., O.B.E., Admiralty, Whitehall. Naish, H.M. Signal School, R. N. Barracks, Portsmouth.

#### MINISTRY OF AGRICULTURE.

Alleyne, S. M., M.B.E., Ministry of Agriculture and Fisheries, 10, Whitehall Place, S.W.1.

Green, M. L., Royal Botanic Gardens, Kew, Surrey. Thursby-Pelham, D. E., Fisheries Laboratory, Lowestoft. Wakefield, E. M., Royal Botanic Gardens, Kew, Surrey.

#### DEPARTMENT OF AGRICULTURE (SCOTLAND).

McIver (Mrs.), H. M., York Buildings, Queen Street, Edinburgh.

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Note.-The Hon. Secretary will welcome any corrections or additions to the above list, for inclusion in subsequent Reports.



