

BYE-LAW | REFERENDA / ALL STUDENT VOTE

Last updated: 4th June 2014

General Provisions for Referenda

1. No member shall have more than one vote
2. Voting will normally be online but on exceptional occasions may be paper based.
3. Paper based voting will be authorised by the Returning Officer where appropriate
4. The Returning Officer and their deputies shall be responsible for the conduct of all matters regarding referenda
5. The Returning Officer shall have the duty to determine and amend the Guidance Document on Elections and Guidance Document on Referenda
6. Formal notice, including motions for referendum shall be published at least 10 working days before polling begins
7. A Campaign Leaders Meeting must be held prior to polling opening, at a time specified by the Returning Officer
8. Motions shall be submitted for Referenda through the process outlined in the Policy Bye-Law
9. Motions for Referendum can be withdrawn only by the person proposing the motion unless they are being withdrawn on specific legal advice in which case the Executive may withdraw the motion
10. A Referendum may be convened at the request of four hundred members after submitting an idea to an Assembly
11. The Trustees can call Referenda at any time
12. The Executive committee may call Referenda on a specific policy proposal in the case of an emergency.

Requirements for Referenda Motions

13. No motion may be taken to Referendum that concern the allocation of resources to any current or future student activity group(s) unless the business has first been to the Trustee Board. A student activity group is here taken to mean any group of self-organised students

General provisions for Assembly Meetings

14. The Assembly will receive notification of a motion or idea and will take a vote on how to treat the motion or idea
15. The Assembly will decide:
 - 15.1 To put the idea / motion to referendum
 - 15.2 To pass the idea straight into policy

General Provisions for Referenda Voting

16. Referendum voting shall take the form of a secret cross campus ballot in which members are asked to vote either 'Yes', 'No' or 'Abstain' in answer to a clearly defined motion or motions
17. Referendum voting shall last not less than one working day Rules on Referenda polling, publicity, conduct and counting shall be as per the Articles, Bye-Laws and Guidance Document on Elections / Referenda
18. Quorum for a referenda vote shall be as stated in the Articles

Requirements for Referenda Campaigning

19. Only full members who have joined either a Yes or No campaign may access Union resources to campaign during a referendum period
20. There will be provision for a separate Yes and No campaigners list for each motion in any Referenda period

21. To join a Yes or No campaign, members should state in writing to the Returning Officer their name, student number, telephone number, the title of the motion and whether they wish to join the Yes or No campaign for that motion
22. Members may join a Yes or No campaign at any time during the Referenda period, including during polling
23. The proposer of a motion shall be the leader of the Yes campaign for that motion, and may delegate leadership to another member at any time in writing to the Returning Officer. The delegated leader must confirm that they wish to be the leader of the Yes campaign in writing to the Returning Officer
24. The first member to join the No campaign for a motion shall be the leader of the No campaign, and may delegate leadership to another member at any time in writing to the Returning Officer. The delegated leader must confirm that they wish to be the leader of the No campaign in writing to the Returning Officer.
25. Any use of Union resources by a member of either a Yes or No campaign must be authorised by the leader of that campaign
26. Campaigning for or against individual motions may only begin once all appropriate campaign briefings have been completed and overseen by the Returning Officer
27. Campaigning must follow the Guidance Document on Referenda

Conduct

28. Campaigners must conduct themselves in line with the Guidance Document on Referenda. Campaigners breaching these regulations will be subject to the disciplinary procedures outlined in the appropriate Guidance Document and Bye-Laws
29. Campaigning may begin at the end of the Campaign Leaders Meeting

Complaints and Appeals

30. Complaints regarding campaigners conduct must be submitted in a timely manner to the Returning Officer or their deputy and no later than one hour after the close of polling
31. Complaints will be dealt with as outlined in the Guidance Document covering campaigning regulations or elsewhere in these rules
32. The Returning Officer or their deputy may take any disciplinary action, short of permanent withdrawal of a motion that they believe to be reasonable. In the event that the Returning Officer or their deputy deems that an offence is fundamentally and significantly detrimental to the integrity of the vote and deems it appropriate to withdraw a motion they should make this recommendation to the Executive Committee
33. The Executive Committee shall hear any appeals relating to decisions of the Returning Officer or their deputy short of withdrawal of a motion
34. Appeals against the rulings of the Returning Officer or their deputy must be made in writing within one working day of the decision being confirmed in writing. The appeal should be submitted to the appointed office for the attention of the Executive Committee or, in the case of a conflict of interests, a Jury Panel. The appeal should state the grounds for appeal, the desired outcome and whether the appellant wishes to present the appeal in person
35. The Returning Officer or their deputy shall be responsible for convening Executive Committee in the event of any such appeals
36. In the event of an appeal being upheld against a decision which had resulted in a motion being removed from a ballot, the Executive Committee shall have the discretion to order the individual Referendum motion to be re-submitted to the membership at the earliest convenient time or to automatically carry the motion to the next referendum

Editorial amendments by Trustee Board 04.06.2014