**BYE LAW | POLICY OF THE UNION**

Last updated: 11th June 2015

**Creation**

1. Any member of the Students’ Union is able to submit a policy proposal to the Senate.
2. An idea can be submitted no more than once per academic semester.

**Policy in place**

1. Any policy proposal approved by the Senate or a referendum shall become Union policy. Policy shall be collated into a policy book, divided into appropriate sections or categories.
2. Policy shall be assigned by the Senate to an Executive Officer and a Senate Committee or Sub-Committee for implementation. The Committee (or Sub-Committee) may prioritise the policies allocated to it and decide on how the policy should be best implemented by the Executive Officer.
3. If a policy requires only specific practical actions it shall remain policy until the soonest of:
   1. all of the actions are completed;
   2. the policy is specifically revoked by another decision of the Senate or referendum, except that a policy passed by a referendum cannot be revoked by the Senate.
4. If a policy commits to a viewpoint or principle it shall remain in place until the policy is specifically revoked by another decision of the Senate or a referendum, except that a policy passed by a referendum cannot be revoked by the Senate.
5. Three years after its passing, a policy will lapse automatically.
6. After a policy has lapsed, Steering Committee will notify the Senate and the relevant Senate Committee of this fact to allow them to propose that the policy (or a revised version) is re-adopted for a further three years.
7. Any policy that has lapsed which is not renewed within three months of the notice from Steering Committee shall cease to have effect and shall be deleted from the policy book.