

6. Referenda

6.1 General Rules

- 6.1.1 Referenda can be called in accordance with the Constitution.
- 6.1.2 Unless stated otherwise in the Constitution and this Bye-Law, the procedure for Referenda shall, as far as possible, follow the same procedural rules as for University of Northampton Students' Union elections.
- 6.1.3 The process for Referenda shall be overseen by the Returning officer and the Deputy Returning Officer of the Students' Union.
- 6.1.4 A Referendum shall be the ultimate decision-making method of the Students' Union.
- 6.1.5 Members may set Policy by Referenda.
 - 6.1.5.1 Policy set by Referenda may overturn Policy set by the Student Council.

6.2 Notice and Timing

- 6.2.1 Referenda may only be called during term time and in accordance with the procedures set out in the Constitution.
- 6.2.2 The Returning Officer shall convene a Referendum within three weeks during term time after receiving the request.
- 6.2.3 Notice of a Referenda will give a minimum of 7 clear days in advance of the day of polling.
- 6.2.4 There must be adequate time for publicity of the proposed Referendum to give members the opportunity to take part in campaigns and to vote.

6.3 Proposals and Composition

- 6.3.1 Referenda may be called on any issue by the following:
 - 6.3.1.1 a simple majority of the Board of Trustees;
 - 6.3.1.2 when a majority view is not reached during voting at Student Council;
 - 6.3.1.3 a simple majority of members present and voting in an Annual Members Meeting with a quoracy of 0.5% of the Membership.
 - 6.3.1.4 a Secure Petition signed by 05.% of the members.
- 6.3.2 All proposals must include:
 - 6.3.2.1 the text of a proposal;
 - 6.3.2.2 the details of the proposer(s)
 - 6.3.2.3 a date, or dates, upon which clauses would be implemented.

- 6.3.3 A Secure Petition must include:
 - 6.3.3.1 a statement of the Petitions' aim
 - 6.3.3.2 the names, student numbers and email addresses of the signatories.
- 6.3.4 A Secure Petition must be submitted in hard copy to the Students' Union building at Waterside Campus and must be address to the Chair of the Executive Committee.
- 6.3.5 The Returning Officer shall have the permanent delegated power to:
 - 6.3.5.1 consider proposals submitted for referendum to ensure they meet the eligibility requirements as set out in 6.3.2 of this bye-law;
 - 6.3.5.2 decide on the background information which should be provided to voters;
 - 6.3.5.3 decide upon the final wording for the proposals to be put to referendum to ensure that no question is likely to be mis-understood by voters or open to more than one interpretation.
- 6.3.6 Once submitted to referendum, proposals cannot be changed and can only be withdrawn by the proposer.
- 6.3.7 The Returning Officer will ensure that a Referenda Campaign booklet is submitted and copies distributed as widely as is practicable.

6.4. Campaigning

- 6.4.1 Campaigning for or against individual ideas must be conducted in accordance with the campaign rules as outlined by the Returning Officer.
- 6.4.2 Anyone who campaigns for or against an option in a question shall be deemed to be part of that Campaign Group, and shall be bound by the Constitution, Byelaws and procedures.
- 6.4.3 Sabbatical Officers and members of Executive Committee have the right to campaign for or against referenda.
- 6.4.4 Sabbatical Officers may campaign within working hours.
- 6.4.5 External organisations shall not be permitted to be involved in campaigning.

6.5 Funding

- 6.5.1 The Executive Committee, and SU Management shall determine the level of funding available for the facilitation of each Referendum.
 - 6.5.1.1 If the Executive Committee are unavailable due to timescale or annual leave then the decision will be made on behalf of them by a neutral Sabbatical Officer. If one is not available, then the decision will be made as soon as the Executive Committee are available
- 6.5.2 Funding may not be used to incite a vote towards a certain side.

6.6 Debate

- 6.6.1 The Students' Union shall provide the location for debating the Suggestions in the Union building prior to the start of voting.
- 6.6.2 Provisions must be made for members to debate referenda. This may take the form of a physical meeting or be hosted online and will be conducted in accordance with procedures set out by the Returning Officer.
- 6.6.3 A Chair for debates shall be appointed by the Returning Officer

6.7 Voting

- 6.7.1 Members shall be asked to vote yes, no or abstain in a cross-campus online vote.
- 6.7.2 Each Referendum shall last 4 working days.
- 6.7.3 The Returning Officer shall announce the results of Referenda.
- 6.7.4 A Resolution may be passed by Referendum if at least 2.5% members vote, and two thirds of the votes are in favour of the resolution. (In accordance with the Constitution)
- 6.7.5 A Referendum will be held to decide upon the issue of NUS affiliation at least every 3 academic years.

6. Referenda Bye Law

Date of this revision: 30 January 2020

Date of next revision: 30 September 2021

Revision date	Previous revision date	Summary of Changes	Changes marked
04/07/2017	03/03/2017	6.13 Change length of referendum from 2 days to 4 days. Add Version Tracking Page	
15/11/2018	04/07/2016	Updated brand.	
30/01/2020	15/11/18	<p>As per Amendments as approved by Board of Trustees on 30/01/20.</p> <p>6.2 Changed to reflect procedure to follow same rules as for Students Union Elections.</p> <p>6.3 Added. Specifies the overseeing of the procedure by the Returning and Deputy Returning Officers.</p> <p>6.1.4 Added</p> <p>6.2 Section added.</p> <p>6.3 New section.</p> <p>6.3.1 Addition of how the Referenda may be called.</p> <p>6.3.5 Added. Duties of Returning Officer.</p> <p>6.3.6 Added.</p> <p>6.4.1 New section on Campaigning added.</p> <p>6.5 New section added – Funding. 6.5.1 and 6.5.2 added.</p> <p>6.6 New section added – Debate. 6.6.1, 6.6.2 and 6.6.3 added.</p> <p>6.7 New section added – Voting</p> <p>Old points 6.9, 6.9.1, 6.10 and 6.11 removed as dealt with elsewhere in the bye-law.</p> <p>Change revision date to fit with Revision status of the Students' Union Constitution</p>	

Owner

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