

Byelaw 1 Governance

The governance arrangements, as delegated by the Union's trustee board are set out in this Byelaw. Union Elections and Referenda are covered in Byelaw 4.

1. Student Council

- 1.1. The power and duties of the Student Council is set out in Article 59 of the Memorandum and Articles of Association.

2. Composition of Student Council

- 2.1. Student Council shall comprise of the following members with voting powers:
 - 2.1.1. School Community Organisers (SCOs).
 - 2.1.2. Student Reps.
 - 2.1.3. Society Committee Members.
 - 2.1.4. Herts SU Student Staff.
- 2.2. The following may attend Student Council without voting powers:
 - 2.2.1. The Elected Officers.
 - 2.2.2. Herts SU Chief Executive Officer.
 - 2.2.3. Herts SU Staff.
 - 2.2.4. Herts SU Trustees.
 - 2.2.5. University of Hertfordshire Staff.
- 2.3. The Chair has the power to ask attendees listed under 2.2. to leave during specified agenda items.

3. Meetings of Student Council

- 3.1. Student Council shall meet at least five times within an academic year.
- 3.2. The fifth meeting of the year shall act as the Annual Members Meeting, in which the meeting is open to all students.
- 3.3. The quorum of Student Council shall be 20 individual students with voting rights. Proceedings of Student Council shall be halted if quoracy is called by any

member listed under 2.1. The Chair and Clerk of Student Council shall count the eligible voting members in attendance. If less than 20 individuals are in attendance, business shall be halted.

3.4. The Clerk to Student Council shall be a nominated member of Herts SU staff.

4. Business of Student Council

4.1. There shall be at least ten working days' notice of all scheduled Student Council meetings.

4.2. There shall be at least five working days' notice of business to be submitted to all Student Council meetings, and two working days for Elected Officers to submit their report.

4.3. Urgent business may be submitted to Student Council subject to a majority vote of the members present.

4.4. The agenda for all Student Council meetings shall be decided by the Chair of Student Council and the President of Herts SU with support from Herts SU staff.

4.5. The agenda for all Student Council meetings shall have the following standing items:

4.5.1. Elected Officer reports.

4.5.2. Students' Union updates.

5. Chair of Student Council

5.1. At the first meeting of the academic year, Student Council will elect a Chair and Deputy Chair from its membership. The term of office shall be the remainder of the academic year.

5.2. If there are two or more candidates for Chair of Student Council, the student with the second highest number of votes shall be appointed Deputy Chair.

5.3. The role of the Chair is to ensure that debate is conducted in an open and balanced way. The Chair is responsible for ensuring that Student Council operates in accordance with the Memorandum and Articles of Association and its Byelaws.

- 5.4. Alongside the Clerk, the Chair of Student Council is responsible for counting votes once the discussion of a motion has finished.
- 5.5. Whilst in the role of Chair, they must remain impartial and shall not participate in debate.
- 5.6. The Chair and Deputy Chair forfeit the right to a vote at Student Council.
- 5.7. The Deputy Chair shall deputise in the absence of the Chair.

6. Vote of no confidence in the Chair

- 6.1. If a member of Student Council wishes to hold a vote of no confidence in the Chair, they must do this under a Point of Order.
- 6.2. The procedure is as follows:
 - 6.2.1. The Deputy Chair or Clerk shall preside until the vote has been conducted.
 - 6.2.2. The challenger must state their reason(s) as to why they are proposing a vote of no confidence in the Chair.
 - 6.2.3. The challenged Chair may then reply
 - 6.2.4. The challenger may then give a summary
 - 6.2.5. No other attendee has the right to speak, except the Deputy Chair
 - 6.2.6. The question shall immediately be put to a vote
 - 6.2.7. A vote will be decided by a simple majority
 - 6.2.8. If the vote passes, the Chair is removed, and the Deputy Chair or Clerk will preside over the remainder of the meeting. The Chair regains voting rights and becomes a regular attendee for the remainder of the meeting
 - 6.2.9. If the vote falls, the Chair shall reconvene the meeting.

7. Extraordinary Student Council Meetings

- 7.1. Extraordinary Student Council meetings may be organised or called if a motion is passed which recommends the arrangement of a Student Council to discuss additional motions or items of discussion.

8. Elected Officer Scrutiny

- 8.1. Student Council retain the power to either approve or reject an Elected Officer report through a simple majority vote.
- 8.2. If Student Council vote to reject an Elected Officer report, it will be referred to the Board of Trustees to form a Scrutiny Committee for further action.
- 8.3. The composition of Scrutiny Committee will be determined by the Board of Trustees.
- 8.4. The following outcomes may occur as a result of a Scrutiny Committee:
 - 8.4.1. No further action.
 - 8.4.2. Additional action plan to complete.
 - 8.4.3. Beginning of the process to remove an elected officer as outlined in Article 39 of the Articles of Association.

9. Elected Officer Reports

- 9.1. All Elected Officers are expected to produce a report detailing the work they have completed since beginning their position or the previous Student Council.
- 9.2. Elected Officer reports could include but at not limited to:
 - 9.2.1. Updates on manifesto commitments
 - 9.2.2. Completing action plan targets
 - 9.2.3. Reflections on team cohesion
 - 9.2.4. Response to student feedback
 - 9.2.5. Challenges experienced in the role