

ACCOUNTABILITY & TRANSPARENCY BYELAW

This Byelaw describes the process and procedures for the submission of student ideas.

Capitalised terms used but not defined in these Byelaws shall have the meaning given to them in the Articles of Association of the Union adopted with effect from 2 January 2023.

TRANSPARENCY

1. The Students' Union shall strive for its decision making to be transparent to the membership at all times.
2. All major union meetings shall prepare minutes afterwards in a timely manner. All minutes shall be made available to Student Members on request.
3. Major Union Meetings are as follows: Union Assembly, the Board of Trustees and Student Members' Meetings.
4. Minutes shall at minimum detail actions assigned or taken, key discussion points, and attendance, subject to redactions approved by the chair of the relevant meeting or the President in accordance with the relevant Byelaws, Articles or any redaction policy adopted from time to time by the Board of Trustees.

ACCOUNTABILITY

5. Elected Officers and Student Groups are accountable for the actions and decisions they take or refuse to take.
6. There shall be separate procedures for misconduct in office, which shall define the scope of "misconduct" in respect of Elected Officers and Student Groups.

7. Full Time Officers, Student Trustees and Liberation & Campaign Officers can be held accountable by;
 - 7.1. Direct Communication: via reasonable requests for information by any Student Member or Associate Member, which should be responded to in a timely manner; or
 - 7.2. in the case of Trustees, via Votes of No Confidence, as described in the Articles; or
 - 7.3. in the case of Full Time Officers or Liberation & Campaigns Officers, via reporting to the Union Assembly, taking questions; and
 - 7.4. if also a member of the Union Assembly, the use of motions of censure, as detailed in the Union Assembly Byelaw.
8. Campaign & Liberation Officers, and JCR reps, shall be referred back to their appointing interest group for censure in accordance with the terms of reference of the applicable group.

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APPROVED BY TRUSTEE BOARD:	January 2023
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