

## PETITIONS BYELAW

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*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*

1. A petition can be requested by any Student Member who wants to trigger a Referenda containing a vote on any of the following:
  - 1.1. A motion to set the Union's position on an issue concerning the student experience;
  - 1.2. A motion to set Policy, subject to article 15 of the articles of association;
  - 1.3. A motion of no confidence in any Trustee, subject to article 24.1 and article 26.1.2 of the Articles; or
  - 1.4. A motion to request the Board of Trustees to consider amendment of the Articles in accordance with Article 7 of the articles of association.
2. A petition may also be requested by any Student Member who wants to trigger a Student Members' Meeting, and such petition shall set out the Motion in respect of which the Student Members' Meeting is due to be called.
3. A request for a petition can be made at any point to the Union via the Student Voice staff team.
4. Once submitted, a petition will reviewed first by the student voice staff team, who shall consider and make recommendations to the Full Time Office Group as to whether the petition is one that is eligible for progression, and commentary on the potential financial or operational impact of accepting the proposed idea. If a petition concerns Union staff members (whether individual or collectively) it shall not be eligible.

5. Following receipt of the student voice staff team's recommendations, the Full Time Officer Group shall consider the same at the next Full Time Officer Group meeting. The Full Time Officer Group will determine whether a petition is eligible for progression, provided that the approval of the Full Time Officer Group shall not be required in respect of any Motion of No Confidence.
6. If accepted for publication, the Union will ensure the Petition is published on the Union's website within three working days and available to sign by Student Members as soon as practicable. A petition will close at the same time, on the same day that it opened exactly one month later.
7. A request for a petition must include the reason for calling the vote of no confidence and/or the question to be posed to students for an issues-based referendum and/or the full text of the proposed Policy position. Further advice can be obtained from the Student Voice staff team in the Union.
8. Once a published Petition reaches 150 signatures it will automatically trigger a debate by the Union Assembly where that Petition concerns:
  - 8.1. A motion to set the Union's position on an issue concerning the student experience; or
  - 8.2. A motion to set Policy, subject to article 15 of the Articles.
9. Subject to Article 15, if a petition calling for the holding of a Referenda is signed by at least two percent (2%) of Student Members a Referenda shall held in accordance with the procedures set out in the Referenda Byelaw.
10. Subject to Article 15, if a petition calling for the holding of a Student Members' Meeting is signed by at least two percent (2%) of Student Members a Referenda shall held in accordance with the procedures set out in the Student Members' Meeting Byelaw.

11. The Student Voice staff team will seek to ensure that Petitions are accessible for all members of the Union to sign.
12. Members may campaign to encourage other Students Member to sign a petition. This campaigning must be conducted in accordance with the campaign rules outlined in Democracy and Elections Byelaw. Therefore, campaigning may only commence once the proposer has been briefed on the campaign rules.
13. When the petition closes the Returning Officer and/or Deputy Returning Officer will confirm the total number of Students Members who have signed the Petition. If duplicate or invalid student numbers or names are discovered, then they shall be removed and discounted from the Petition.

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APPROVED BY UNION ASSEMBLY:	
APPROVED BY TRUSTEE BOARD:	January 2023
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