

Standing Orders for Union Council and its Permanent Subcommittees

Proposed by: Owen Heaney (Council Chair)

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Union Notes:

1. That Council has no formal, written-out procedural rules, instead relying on precedent to determine the mechanisms by which business is to be conducted.
2. That Council has had written standing orders in the past, most recently until 2012, when they were not re-written in the governance review undertaken in that year.
3. That the Standing Orders for Council's permanent subcommittees (Executive, CSPB, ERB and CWB) were last reviewed in 2014 and therefore lapsed at the conclusion of the last academic year.
4. That Council decided to abolish the Executive Committee in 2014 by removing its membership, and that it therefore remains in the Union's Bye-Laws
5. That subcommittees of Council must, under the Union's Constitution, have standing orders clearly stating their decision-making powers.
6. That CSPB has met and made policy decisions since its Standing Orders lapsed.

Union Believes:

1. That it is in the interests of good governance to have a readily-available agreed set of rules for the Union's highest representative body.
2. That the attached document is lengthy and dense, and thus to avoid attendees being overwhelmed with rules, that several short summary documents should be developed for reference during and outside meetings.
3. That Council's sub-committees should have standing orders in order to be able to exercise decision-making powers.
4. That the Executive Committee should have Standing Orders specifying that it does not meet.
5. That the decisions of Council's subcommittees taken despite expired Standing Orders are legitimate.

Union Resolves:

1. To adopt the attached Standing Orders document as Union Policy, effective immediately.
2. That it shall be the duty of the Council Chair and the Officer Trustees to uphold the Standing Orders both during and outside meetings of Council and its Subcommittees.
3. To mandate the Council Chair to produce documents briefly summarising aspects of Council procedure, as formalised in the Standing Orders, to include:
 - a. a Guide to Council Debate,
 - b. a Guide to Writing and Submitting Council Papers, and
 - c. any other documents which the Council Chair considers appropriate.
4. That the documents created following Resolves 3 should be published on that Union's website in a location easily-accessible for all members.
5. To ratify the decisions of all subcommittee meetings since the expiry of their Standing Orders.