

SO 5002

STANDING ORDER GOVERNING THE WELFARE & COMMUNITY ZONE

1. Interpretation

These Standing Orders shall be read in conjunction with the Constitution, Bye Laws and the relevant Standing Orders of Hull University Union (hereafter collectively referred to as the Regulations) and shall be interpreted accordingly. In these Standing Orders:

- a. "the Zone" means the Welfare & Community Zone;
- b. "HUU" means Hull University Union;
- c. "Council" means HUU Council;
- d. "clear days" excludes University holidays; Bank Holidays; Saturdays and Sundays.

2. Function

The primary functions of the Zone are to provide a forum to discuss current Welfare & Community issues and coordinate HUU's Welfare & Community based actions and events. The Zone is also to implement, monitor and suggest amendments to HUU's Welfare & Community Strategy which will include the promotion of equal opportunities and diversity. The secondary functions of the Zone are to provide scrutiny and hold to account the President of Welfare & Community and other Zone Members.

All Zone members are members of Council; if a member resigns or is removed from either Council or their Zone position then they cease to hold both of these roles.

3. Membership

Voting membership of the Zone shall be:

- (1) President of Welfare & Community (casting vote only for electing a chair of the zone);
- (2) Black, Asian and Minority Ethnic Students Officer;
- (3) Disabled Students Officer;
- (4) LGBT+ Students Officer;
- (5) Women's Officer;
- (6) LINKS Officer;
- (7) Environment & Ethics Officer;
- (8) Trans Rep;
- (9) Two Councillors for Scrutiny.

Ex-Officio members:

- (1) Such others that the Zone may deem appropriate.

4. Duties of the Membership

1. President of Welfare & Community

- i. The duties of the President of Welfare & Community are detailed in S.O. 5001.

2. BAME; Disabled Students; LGBT+; Women's; E&E; Trans and LINKS Officer

- i. The particular duties of these Officers are detailed in their respective standing orders.

3. Councillors for Scrutiny

The Councillors for Scrutiny are to:

- i. Ensure that all members of the Zone are following their strategic objectives;
- ii. Ensure that all areas of the Zone are within budget;
- iii. To assist if required in tasks and projects the Zone is undertaking.

5. Election

The members of the Zone shall be elected in semester two in accordance with SO 8001 and shall hold their positions for the next academic year. If a member is elected through an emergency election during the academic year to fill a vacant post then they shall hold the position until the end of that academic year.

GENERAL PROCEDURE

6. Chair

The Chair shall be elected in accordance with paragraph 36 of the byelaws and is responsible for keeping a register of attendance; following and approving the Zone meeting agenda as laid out in SO 5002 annex A, which is to be circulated three clear days in advance; keeping order within the meeting and ensuring points to action are met. The Chair may call an emergency meeting of the Zone. The Chair may request an emergency meeting of Council, which shall occur at the discretion of the Chair of Council.

7. Meetings

Meetings of the Zone shall take place in weeks three; five; seven; nine and eleven. The day and time of these meetings shall be agreed by the membership following the first Council of each semester.

8. Quorum

The quorate of such meetings shall be fifty percent plus one of the voting membership plus the Chair.

9. Minutes

The minutes shall be taken by the Secretary to the Zone, who shall be elected in the first Zone meeting of the academic year. These shall be handed in to the General Office no later than four clear days following a Zone meeting. The minutes shall record points to action for the Zone members and shall be brought to the attention of Council by the Chair, in the form of a report under the Welfare & Community Zone section of the Council agenda.

10. Voting

All votes shall require a greater than fifty percent majority to pass. All votes shall be public except those on motions of caution, censure and no confidence which shall be conducted by secret ballot, counted by the secretary and checked by the Chair.

11. Powers

The Zone shall be able to:

- (1) Pass a motion of caution against the President of Welfare & Community as detailed in the bye laws.
- (2) Bring motions of censure and no confidence as detailed in the bye laws against the President of Welfare & Community to Council.
- (3) Pass a motion of caution, censure or no confidence against other Zone members. Motions of no confidence are to be ratified by Council and if successful the member is removed from the Zone committee.
- (4) Submit questions in writing to the trustees of HUU to be asked by the President of Welfare & Community.
- (5) Submit questions to an officer at council.
- (6) Propose a motion of caution against an officer to council.

KLH/ RB March 2013

Approved:

UEC: 05/04/2013

UC: 15/04/2013

Updated: AD/ME

Approved UEC:

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Passed at UC: 23 April 2018

Passed at UC: 22 October 2018

Annex A

Welfare & Community Zone Meeting Agenda

WELFARE & COMMUNITY ZONE MEETING AGENDA

1) ATTENDANCE

1. Apologies.
2. Register.

2) MINUTES

1. Minutes of the previous meeting.
2. Matters arising.
3. Previous points to action – results.

3) REPORTS

1. Report by President of Welfare & Community.

Questions.

2. Report by BAME Students Officer.

Questions.

3. Report by Disabled Students Officer;

Questions.

4. Report by LGBT+ Students Officer.

Questions.

5. Report by Women's Officer.

Questions.

6. Report by LINKS Officer.

Questions.

7. Report by Environment & Ethics Officer.

Questions.

8. Report by Trans Rep.

Questions.

9. Report by Scrutiny Councillors.

Questions.

4) PROPOSALS

Any proposals for action.

5) MOTIONS

1. Motions of caution/ censure/ no confidence.

2. Questions to Trustees.

3. Questions for Council.

6) ANY OTHER BUSINESS

1. Any Other Business