

SCHEDULE FOUR: ELECTIONS

1. INTRODUCTION

1.1 The Association is a membership organisation that operates for the benefit of its members by being student led. Its leaders are its members who are chosen in a fair and democratic manner.

This schedule sets out the provisions for this process, also refer to the following governing documents outlined in this schedule.

2. RETURNING OFFICER

2.1 The Returning Officer shall lead on the interpretation of this byelaw. Where a Returning Officer is not in place, the Board of Trustees shall lead the interpretation.

2.2 There shall be a Returning Officer, for each election held by the Association, and will be responsible for:

- The final decision on all election complaints and appeals
- Ensuring the elections adhere to these Schedules, Regulations and other relevant documents
- Ensuring the elections are conducted in a free, fair and democratic manner
- Finalising the result of the election once all complaints and appeals are completed and
- Providing a report for the Board of Trustees and the University to determine that they are satisfied the election was conducted in accordance with the Schedule.

2.3 The Returning Officer shall be appointed annually by the Board of Trustees, or their delegated body, and will have the final decision over election regulations.

2.4 Deputy Returning Officers may also be appointed by the Board of Trustees, or their delegated body, to fulfil the responsibilities of the Returning Officer as required.

3. ELECTION REGULATIONS

3.1 These Election regulations shall cover the following topics:

- Candidate and voter eligibility
- Quorum
- Voting method
- Notice, nominations and voting periods
- Campaigning and candidate conduct
- Processes for replacing vacancies that arise throughout the year
- Any other topic specific to the conduct of elections

3.2 These Election regulations shall be reviewed annually with any amendments approved by the Returning Officer. This process must be completed at least two weeks prior to opening nominations with all relevant regulations published when nominations open.

4. ELIGIBILITY

4.1 Only Students of the Association (Schedule 1) shall be eligible to participate in any Students' Association elections.

4.2 Additional eligibility criteria for the election or post shall be covered in its relevant election regulation and/or post description.

5. VOTING

5.1 Voting shall be by Single Transferable Vote method, where Students rank the candidates in order of preference.

5.2 Re-Open Nominations (RON) shall be a candidate in all Association elections.

5.3 Voting in any Students' Association elections shall be conducted by secret ballot.

5.4 By default, any election should be conducted online through the Association's election platform. Where this system should fail, or the vote is conducted by physical ballot the Association's Physical Ballot Procedure shall be followed.

5.5 Facilitation of 'postal' or 'proxy voting' is at the discretion of the Returning Officer, unless specified in the relevant Election Regulation.

5.6 In the event of an election tie, the tie shall be settled in accordance with the Association's Election Tie Procedure.

6. ELECTION COMPLAINTS AND APPEALS

6.1 Any Student can submit an election complaint where they believe:

- an election candidate, or their team, have broken an election regulation or code of conduct.
- the operation of the election has broken an election regulation.

6.2 All election complaints and appeals shall be dealt in accordance with the Association's Election Complaint Procedure.

6.3 Any complaint concerning the conduct of members may be referred to Schedule 7: Disciplinary of Members.

6.4 The Returning Officer shall have final say on any complaint and/or appeal.