

## **STANDING ORDERS GOVERNING SCARBOROUGH COMMUNITY SUB-COMMITTEE**

### **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 Committee" means the Scarborough Community Sub-Committee;
- b. "HUU" means Hull University Union;
- c. "Council" means HUU Council;
- d. "SEC" means the Scarborough Executive Committee

### **2. Status of the Committee**

The Committee is a Sub-Committee of HUU and is to be governed in accordance with S.O. 6004

### **3. Function**

There shall be a Committee based at the Scarborough Campus. The Committee shall have the following remit:

- a) To act as support to the Scarborough Community Officer.
- b) To hold the Scarborough Community Officer to account.
- c) Help with the implementation of the Scarborough Community plan
- d) To recruit volunteers to help run events

### **4. Membership**

Voting membership of the Committee shall be:

- (1) Scarborough Community Officer (Casting Vote Only)
- (2) Society's of the Scarborough Campus (Maximum of two members from each society)

Student House Members (Maximum of two members from each student house)

- Cayley Halls Block A (2 Reps)
- Cayley Halls Block B (2 Reps)
- Cayley Halls Block C (2 Reps)
- Cayley Halls Block D (2 Reps)
- Cayley Halls Block E (2 Reps)
- Cayley Halls Block F (2 Reps)
- Bradley Court (2 Reps)
- Aberdeen House (1 Rep as 10 or less live there)
- Albermarle Crescent (1 Rep as 10 or less live there)
- Attenborough House (2 Reps)
- Auborough Street (1 Rep as 10 or less live there)
- Barwick (1 Rep as 10 or less live there)
- Carlton House (2 Reps)
- Continental Lodge (2 Reps)

- Crown Crescent (2 Reps)
- Crawford House (2 Reps)
- The George (2 Reps)
- Grosvenor Crescent (1 Rep as 10 or less live there)
- Norwood Street (1 Rep as 10 or less live there)
- Queens Street (1 Rep as 10 or less live there)
- 4 St Martin's Square (1 Rep as 10 or less live there)
- (3) There needs to be a minimum of six members attending the meeting to allow the meeting to proceed.
- Ex officio
- (4) Vice President Scarborough

5. **Generic Duties of all Members**

- i. The Community Officer who shall be Chair of the committee and have the casting vote only. They shall liaise with the rest of the committee.
- ii. Each Representative shall act as a point of contact for any issues that need to be raised from the area that they represent.
- iii. To ensure the Scarborough Community Officer is giving proper support and attention to campaigns, events, projects that are occurring in representatives areas
- iv. Representatives to give report on their area to the committee
- v. Help with the implementation of the Scarborough Community plan
- vi. Represent the views of the student body that they are the representative of.

6. **Election**

The Representative members of the Committee shall be elected in semester two by their areas membership 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**

7. **Chair**

The Scarborough Welfare Officer is Chair of the Committee and is responsible for keeping a register of attendance; following and approving the Committee meeting agenda as laid out in S.O. 6009 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 Committee.

8. **Meetings**

Meetings of the Committee shall take place once a month

9. **Quorum**

The quoracy of such meetings shall be 4 plus chair.

10. **Minutes**

Minutes shall be taken at all committee meetings and forwarded to council for acceptance after ratification by a subsequent meeting of the committee.

## 11. Voting

All votes shall require a 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 a member of staff and checked by the chair.

## 12. Powers

The Committee shall be able to:

- (1) Propose policy to SEC
- (2) Submit suggestions of questions to an Officer at council through SEC.
- (3) Suggest a Proposal of a motion of caution against a member of the Committee to SEC.
- (4) Suggest a Proposal of motions of censure and no confidence against a member of the Committee to SEC.
- (5) Motions of no confidence are to be ratified by SEC, Council and if successful the member is removed from the Committee.

MJB

October 2010

Passed at UEC: 5<sup>th</sup> October 2010

Passed at Union Council: 18<sup>th</sup> October 2010