



Election and Spending I

1. Proposal

Amendments to the JCR election procedure and spending procedure are proposed.

Amendments to the election procedure aim to further align the constitution with current best practice. Adjustments to the timescale aim to provide further transparency by placing harsher requirements on election officials to give notice. Additionally, amendments to campaigning focus on improving clarity and fairness.

Amendments to the spending procedure aim to increase oversight, while *trying* to minimise bureaucracy, and increase clarity.

2. Election Procedure

2.1. Permanent Standing Orders

Amendment to section 7 of the Permanent Standing Orders

“ 7.4. ~~Adequate~~ **At least 24 hours**’ notice must be given to JCR members at each stage of the ballot process”

“7.9. At the end of the voting period, the Returning Officers must ~~promptly~~ announce the results of the ballot within 12 hours of the close of voting.”

2.2. Operational Standing Orders

Amendment to section 2 of the Operational Standing Orders

“2.2. ~~At least three days~~’ notice must be given for a referendum or election.

Adequate notice for elections and referenda must be given.

2.2.1. **For elections, notice must be given at least 7 days before the opening of nominations.**

2.2.2. **For referenda, notice must be given at least 3 days before the opening of voting.”**

“2.7. The voting for all ballots must be conducted using the online voting system provided by the University.

2.7.1. If a member is unable to vote using this method, then they may make their vote by signed letter or email from their official University account sent to the Senior Returning Officer.

2.7.2. **An Honorary Life Member of the JCR may vote via a signed letter or an email sent to the Senior Returning Officer**

2.7.3. **These methods of voting must be advertised at the election hustings”**

Governance Committee

Van Mildert College JCR



TITLE: Elections and Spending I **DATE:** 2022-01-21
AUTHOR: Dominic Laurens (JCR Chair)

~~“2.9. At appropriate times during the voting period, a voting station comprising at least a device capable of accessing the online voting system must be set up in a prominent position within the main college building and overseen by a Returning Officer or by a member of the Executive Committee.~~

~~2.9.1. Candidates or interested parties must not loiter near the voting station.~~

~~2.9.2. The manifestos of all candidates must be displayed at the voting station.”~~

With reference to the nomination period of an election:

“2.14.1. The time period specified must be no shorter than ~~five days~~ **7 days** unless the Governance Committee concludes that there are extraordinary circumstances that make a shorter period necessary for the good governance of the JCR.”

“2.25. In elections for Executive Officers, candidates may **campaign in-person** ~~canvass on up to three days~~ **during the period after nominations are announced and** before the opening of voting takes place.

2.25.1. ~~Canvassing~~ **In-person campaigning** must be monitored by ~~a member of the Governance Committee~~ **the Scrutineer of that election.**

2.25.2. The maximum total time spent ~~canvassing~~ **campaigning in-person** is 4.5 hours.

2.25.3. **Any given single session of in-person campaigning will be a minimum of 0.5 hours for the purpose of 2.25.2.**

2.25.4. Time restrictions may be waived by the Governance Committee if fair and beneficial to democracy.

2.25.5. **In-person campaigning must only take place in communal areas of college that any JCR member can access.**

2.25.6. **The proposer and seconder of the candidate may accompany the candidate while campaigning in-person.”**

“2.26. **In elections for Executive Officers, candidates may campaign online, during the period after nominations have been announced.**

2.26.1. **Only the candidate, their proposer, and their seconder may campaign online.**

2.26.2. **All online campaigning must adhere to the requirements set out in Appendix C.”**

“2.27. **Candidates, within reason, must not spend any money on campaigning”**



2. Spending Procedure

2.1. Operational Standing Orders

Amendment to section 9 of the Operational Standing Orders

- “9.6. The JCR FACSO must produce the Annual Budget which must show all predicted expenditure and income for the JCR account for the financial year.
- 9.7. The JCR FACSO must present the Annual Budget to the Executive Committee and Treasury Committee before the first JCR meeting of the year.
- 9.7.1. The Annual Budget does not need approval of either committee.
- 9.7.2. Members of either committee can suggest amendments, but it is at the discretion of the JCR FACSO to implement them.
- 9.7.3. A majority of two thirds, on either committee, can reject the Annual Budget or parts of it.
- 9.8. The JCR FACSO will present the Annual Budget at the first JCR meeting of the academic year corresponding to the relevant financial year and must be approved by a ~~motion at a JCR meeting~~ referendum following the JCR meeting.
- 9.8.1. The ‘academic year corresponding to the relevant financial year’ is the academic year which overlaps most with the relevant financial year.
- 9.8.2. If the Annual Budget is not approved, it may be provisionally implemented until the end of December with the support of both Treasury Committee and the Executive Committee. The FACSO must submit a revised Annual Budget at a subsequent JCR Meeting.
- 9.8.3. If an Annual Budget has not been approved at the end of December:
- (a) All expenditure must cease until an Annual Budget is approved;
 - (b) Spending that is crucial to the operation of the JCR must be identified by the Executive Committee and may be approved by the Board of Trustees.
- 9.9. Any expenditure that was part of the approved Annual Budget for that financial year does not require further approval.
- 9.10. Expenditure on individual products/services up to £200 must be approved by the JCR President and FACSO together.
- 9.9. Expenditure on individual products/services from £200 up to £1,000 must be approved by Treasury Committee and Executive Committee.
- 9.10. Expenditure on individual products/services above £1,000 must be approved by Treasury Committee and Executive Committees and then by a ~~motion at a~~ referendum following a JCR meeting.

Governance Committee
Van Mildert College JCR



TITLE: Elections and Spending I **DATE:** 2022-01-21
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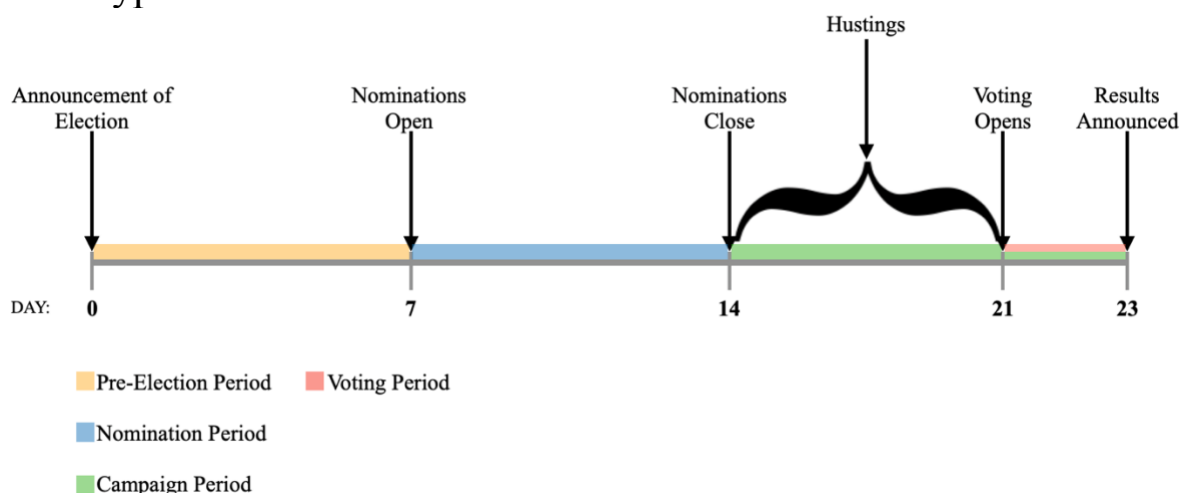
- 9.11. ~~If the amount of money specified in~~ a financial motion in a JCR meeting is amended, then the amended motion must be approved by Treasury Committee at its next meeting.
 - 9.11.1 **If the expenditure increases the process of approval must restart.”**



Appendix C: Election Policy

The Standing Orders provide the authoritative election procedure;
Appendix C is supplementary to the Standing Orders.

0. Typical election timescale



1. Standing

- All JCR members are entitled to stand in an election. However, you must be a finalist to be eligible for a sabbatical role.
- Before standing for a position you should speak to the incumbent, JCR President, or JCR Chair.
- Candidates standing for JCR President and Senior Welfare Officer must meet with college officers.
 - They must contact the Senior Returning Officer to organise this before nominations open.

2. Nominations

- To stand in an election, candidates must send their nomination to the Senior Returning Officer during the nomination period. The nomination must include:
 - An A4 manifesto;
 - Names of a Proposer and Seconder, who must be JCR members and not Executive Officers (past or present);
 - For sabbatical roles, an A4 policy document.



3. Campaigning

- During the campaign period, candidates standing in the election have the opportunity to campaign in-person and online.
- Only the candidate standing in the election, their proposer, and their seconder may campaign for the candidate (e.g. asking people to vote for the candidate).
- You must not unduly influence members to vote in a certain way or not to vote.
- All campaigning must follow the below guidance.

3.1. In-person

- In-person campaigning must take place during the campaign period and before the voting period.
- A candidate may campaign in-person for up to 4.5 hours, and their proposer/seconder may accompany them.
- A candidate must only campaign in-person in communal areas of college; i.e. areas that any member can access and not accommodation blocks.
- A candidate must tell the Senior Returning Officer the times, dates, and locations of their in-person campaigning.
- A candidate may advertise when they will be campaigning in-person through personal social media accounts.
- The Senior Returning Officer will organise the printing of manifestos to be displayed in college toilets.
- If in-person campaigning is not possible (due to serious adverse circumstances) the Election Officers may provide suitable alternatives.

3.2. Online

- A candidate may post their manifesto on personal social media accounts.
- A candidate's proposer and seconder may also post the candidate's manifesto on their social media accounts.

Governance Committee
Van Mildert College JCR



TITLE: Appendix C: Election Policy
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4. Hustings

- The election hustings will take place at a JCR meeting during the campaign period and before voting opens.
- All candidates standing for election must take part in the hustings.
- Candidates for President must prepare a 3-minute campaign video to be played at the hustings.
 - The video must be sent to the Head of Governance Committee 48 hours before the hustings.
- Each proposer must give a one-minute speech followed by the candidate giving a two-minute speech.
- Each candidate must sing a song, perform a poem or tell a joke. This may be done with their proposer and/or seconder. This will be followed by campaign videos for Presidential candidates.
- Each candidate may ask one question; followed by questions from incumbents, Executive Officers, and then any other members.
- All candidates may respond to questions addressed at individual candidates.
- After questions, Presidential candidates may make a final concise statement.

5. Voting and results

- Voting is carried out during the voting period, which is between 24 and 168 hours, via the University's online voting system.
- A voting station may be set up and monitored by the Election Officers during the voting period.
- A member must not reveal how another member has voted.
- At the end of the voting period, the Election Officers will count the votes.
- The results will be announced on the stairs outside the bar. They should also be announced via an email to members and a post in the college Facebook group.
- Successful Presidential candidates traditionally perform a Kazu¹.

¹ A Kazu involves the candidate kicking a full can of Coca-Cola down the stairs in the foyer, throwing it over their head three times, and then opening it over their head.