

CONSTITUTION

University of Sheffield Students' Union

Name of Society Founder or President/Chair: William Lovatt

Date submitted: 27th May 2024

1. NAME AND DEFINITIONS

Planning Society
Urban Studies and Planning Department

1.2. The definitions given in the University of Sheffield Students' Union Constitution shall also be valid throughout this Constitution.

2. AIMS AND OBJECTIVES

[Please list your aims and objectives here. You can include as many as you like]

2.1.1. In pursuance of the above Aims and Objectives, the Society shall ensure that the safety of all persons affected by the Society's activities is treated with the utmost importance.

2.1.2. To create an inclusive feel to members for not only social aspects of the society but academically as we are able to be that bridge between students and the department itself

2.1.3. To create as many Professional opportunities as possible for members by inviting guest speakers to the department.

2.1.4 To help make new members to the department as comfortable as possible by hopefully creating new friendships through social events early on in the year.

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[...]

3. MEMBERSHIP

3.1. Membership of the Society shall be open to all Full Members of the Union who are in broad agreement with the Society's Aims and Objectives, as defined in clause 2 of

this Constitution.

2. Membership of the Society may be granted to individuals who are in broad agreement with the Society's Aims and Objectives, as defined in clause 2 of this Constitution, but who are not Full Members of the Union, subject to a majority of Society members being Full Members of the Union.

3.3. Membership shall only be granted on payment of a membership fee, the level of which shall be set by a Society General Meeting.

4. SOCIETY GOVERNMENT

4.1. Administrative affairs of the Society shall be conducted by a Society Committee, which shall consist of the following positions:

President - William Lovatt
Secretary - Yuk Wan Natalie Ku
Treasurer - Augustine Wong
Inclusions Officer - Cheuk Kit Mak
Social Secretary - Tim Meyer
International Inclusions Officer - Jian Ning Fu
Publicity Officer - Emily Anderson
Sports Captain - Oliver Wood
First Year Rep - Lilly Howard

4.2. All Society Committee Members shall be members of the Society and Full Members of the Union.

4.3. No person may hold more than one position on the Society Committee.

4.4. Society Committee Members shall be elected at the Annual General Meeting of the Society, although vacant positions may be filled at an Emergency General Meeting.

4.5. The Society will provide the Union with a full list of committee members, immediately following their election.

6. Society committee members shall not operate on autonomous lines but shall take into account the needs and wishes of the Society membership, as expressed both at Society General Meetings and elsewhere.

5. SOCIETY GENERAL MEETINGS

- 5.1. All General Meetings of the Society shall be open to all Full Members of the Union.
- 5.2. Ordinary General Meetings shall be called by either the Chairperson of the Society or 15% of the registered Society membership.
- 5.3. The Annual General Meeting (AGM) of the Society shall be held not more than thirteen months nor less than eleven months after the previous AGM.
- 5.4. The business for the AGM shall include the election of Society Committee members and presentation of the annual financial accounts of the Society.
- 5.5. A minimum of five days notice of General Meetings shall be given, except for the Society AGM, of which at least ten days notice shall be given.

6. SOCIETY FINANCES

- 6.1. The Society's funds shall only be used in furtherance of the Aims and Objectives of the Society, as defined in clause 2 of this Constitution.
- 6.2. The Treasurer shall be responsible for the proper accounting of Society funds, in accordance with Union regulations.
- 6.3. Two signatories shall be required for Society financial transactions, of which one signatory shall be the Treasurer and the other an Officer of the Society.
- 6.4. In the event of the Society ceasing to exist, all Society funds shall revert to the Union.

7. RELATIONS WITH THE UNION

- 7.1. As a recognised Union society, the Society shall at all times abide by the Constitution and Bye-laws of the Union.
- 7.2. The Society shall also abide by all regulations issued by the Societies Committee.

8. SUSPENSION, WITHDRAWAL OR REFUSAL OF MEMBERSHIP

- 8.1. Membership of the Society may be refused, suspended for a specified period or withdrawn, with the approval of a two-thirds majority of the Society Committee and a two-thirds majority of a Society General Meeting.
- 8.2. This shall be subject to appeal to the Societies Committee which may uphold, amend or annul the decision of the Society.

9. **AMENDMENTS TO THE CONSTITUTION**

9.1. Amendments to this Constitution shall be deemed to take effect once approved by a two-thirds majority at a Society General Meeting and accepted by the Activities Officer.