

## Policy on Electoral Campaigning on University Premises

| Date                            | Purpose of Issue/Description of Change                   | Equality Impact Assessment Completed |
|---------------------------------|--|--------------------------------------|
| 1 <sup>st</sup> February 2016   | Initial Issue  | 15 <sup>th</sup> June, 2016          |
| 8 <sup>th</sup> May 2017        | Minor amendment approved by Chair, Compliance Task Group |                                      |
| 30 <sup>th</sup> September 2019 | Review and re-approval                                   |                                      |

| Policy Officer                    | Senior Responsible Officer | Approved By           | Date                            |
|-----------------------------------|----------------------------|-----------------------|---------------------------------|
| Head of Governance and Compliance | University Secretary       | Compliance Task Group | 30 <sup>th</sup> September 2019 |

## 1. Introduction

The University is committed to developing an environment in which everyone is treated with dignity and respect, and protected from harassment, bullying victimisation and discrimination at work and study. Every member of its community should be able to work and study in an environment which encourages harmonious relationships.

In drawing up this Policy document Bangor University, as an institution with charitable status, has consulted guidance issued by the Charity Commission, namely *Speaking out: Guidance on Campaigning and Political Activity by Charities, Guidance: Charities, Elections and Referendums*, and also The Electoral Commission document *Charities and Campaigning*.

Following these guidance documents the University has adopted the following Policy for electoral campaigning on all University premises, including its halls of residences, and all buildings occupied by Bangor Students' Union.

## 2. Scope of the Policy

This Policy deals specifically with campaigning on Bangor University premises for national and local elections and national referendums; and also with requests to hold meetings and / or hustings in relation to those elections and / or referendums on Bangor University premises.

This Policy does not deal with all other activities taking place on University Premises (including other activities taking place in premises occupied by or used by the Students' Union) and the processes to be followed, in ref7m Gronow and ref7m Gronan

- [c] Candidates, political parties and their representatives may hire University premises for private or public meetings. Such hire will be subject to the University's normal terms and conditions of hire, and the relevant rates.
- [d] Candidates, political parties and their representatives must not distribute or display, in public, any promotional material in relation to their campaign on University premises. Such promotional material includes, but is not restricted to, posters, flyers, notices and brochures. Any such material will be removed by University staff.
- [e] The University reserves the right to publish and if it desires, to comment upon, the views of political parties and candidates in local and national elections or national referendums where these views relate to the University's charitable purposes and where publishing them will raise public interest and debate on these purposes.

#### **4. Procedure for Electoral Campaigning on Bangor University Premises**

##### **A: Bangor University**

This Procedure is to be used for

the event, including the names of any speakers, the location, format and purpose of the event and a suitable risk assessment. In the case of an event being organised at shorter notice the Principal Organiser shall provide the details as soon as possible to the Conferened

{xi] Bangor University Organised Event

The University may, at its discretion, and in accordance with the procedures outlined above, issue a general invitation to all political parties and candidates involved in an election campaign, or referendum to take part in hustings, subject to any reasonable limitations as the University may impose equally on all political parties, their representatives and / or candidates.

Bangor University students, staff, honorary positions and directors should follow the procedure as outlined in Section 4 A. [i] – [viii] above.

**B: Bangor Students' Union**

[i] The above procedure for approval of an event shall also apply to Bangor Students' Union and in the first instance clubs, societies, course representatives, volunteers and sabbatical officers shall make the request for an event directly to the Students' Union through the Students' Union Director or Students' Union President. Requests received within the timeframe assigned within this policy shall then be communicated to the Bangor University Director of Commercial Services, through the Conference Office. Requests received outside of the allocated timeframe shall be submitted at the discretion of the Students' Union Director, or Students' Union President.

[ii] The Students' Union Director or Students' Union President will work with the Director of Commercial Services and act as an intermediary for those groups described above in 4 B. (i)

**C: Non-compliance**

The University reserves the right to ask any individual who has not gained approval for an event and / or is deemed not to be complying with the requirements of this Policy to leave its premises.

**5. Appeals**

[a] The University may refuse to grant permission for an event and / or refuse to hire premises to a candidate, political party or its representatives if it has good reason to believe that holding the event or hiring the facilities would be contrary to the best interests of the University, its students or staff or are advised by the Police or other external agency that to do so would create a risk of public disorder. Any such decision would be considered under the procedures outlined in the University's *Code of Practice on Freedom of Speech*, and communicated to the Principal Organiser by the Head of Governance and Compliance.

- [b] In such cases the Principal Organiser may appeal to the Vice-Chancellor against this decision within 4 days of being notified thereof. The Vice-Chancellor's decision shall be final but must be reported to the next meeting of the University Council.
  
- [c] The Principal Organiser may also appeal to the Vice-Chancellor against any restrictions or conditions on the event, as imposed by the Director of Commercial Services, any appeal should be made within 4 days of being notified thereof. The Vice-Chancellor's decision on such matters shall be final.

## **6. Jurisdiction**

This Policy is subject to English & Welsh law.

## **7. Implementation**

This Policy shall come into effect from 30<sup>th</sup> September 2019

## **8. Further Information**

For any questions relating to the content or application of this Policy, please contact the Head of Governance and Compliance.