

BYE LAW TWELVE: STUDENT ACTIVITIES

1. Definition of Student Activities

The Student Activities of the Union comprises any Student Activity Groups formed and coordinated under the direction of the Union and guided by their respective Societies and Sports Executive Committees. Responsibility for support for the development and operation of sports clubs competing in British University and Colleges Sports was undertaken by the University from August 2017 and delivered through the Sports Hub.

2. Student Activities Group Rules

- 2.1. The Management Committee shall have the power to form Union recognised Student Activity Groups, at the request of members or at their own discretion,
- 2.2. Student Activity Groups will always remain constituent parts of the Union and are subject to its policies and codes of conduct.

3. Resources and Finances

- 3.1. Student Activity Groups shall have the right (resources permitting) to use space in the Union building.
- 3.2. The Union will publish annually the arrangements for funding Student Activity Groups.
- 3.3. Student Activity Groups shall be eligible to receive financial assistance from the Union or the University in line with current policy.
- 3.4. To be eligible for financial assistance existing Student Activity Groups should provide an annual activity and budget plan (If a participating BUCS club, then planning and budgeting is undertaken with the Sport Hub).
- 3.5. The Management Committee have the ability to provide start-up funding to assist new groups to form.
- 3.6. All Student Activity Groups facilitated by the Union must use the Student Union Finance facilities for all financial transactions and must abide by the Union's financial procedures. [BUCS groups, facilitated by the University, must adhere to their procedures].
- 3.7. Student Activity Groups may not hold any external bank account.
- 3.8. Student Activity Groups must maintain an inventory of all Union assets and equipment.

4. Student Group Membership

- 4.1. Membership of Student Activity Groups shall only be open to members of the Union and opted out students, except at the discretion of the Union Executive and on payment of an appropriate fee.
- 4.2. Associate, honorary life members and opted out students joining Student Activity Groups shall be specifically excluded from holding office on a committee or other positions of responsibility within the group.

5. Formation and Dissolution of Student Activities Groups

- 5.1. New start up applications should be presented to the Management Committee for approval.
- 5.2. On dissolution, all assets and monies of the group revert to the Union.
- 5.3. Any data held by the Union about the group will adhere to the Union data policy and the data protection act.

6. Responsibilities of Clubs and Society

- 6.1. The leader (Captain/President/Chair) of the group has the responsibility to ensure that the Union has up to date details of the committee and must provide the Union with any required information.
- 6.2. The Union will keep membership lists in order to assess Club and Society viability. This information will be maintained in line with the Unions Data Protection responsibilities.
- 6.3. Clubs and Societies must have an elected committee in line with current Union guidelines.
- 6.4. Committee members will be held accountable for the actions of their group and will be subject to a disciplinary action in line with the Union Member Disciplinary Procedures.
- 6.5. Clubs and Societies must send one representative to any student activities group forum that may be convened.
- 6.6. Committee members shall agree to adhere to the Student Group Committee Code of Conduct.

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