

Union Council Policy Motion

Motion Title: COVID19 Club/Society Membership Refunds 2020/21 UC2021.03.1b

Proposed by: Balraj Purewal – Vice President of Student Activities

Edited by: Ryan Narewal

Union Council Notes

1. COVID19, local tiers, national lockdown and changing measures has impacted service delivery for clubs and societies.
2. Due to these unforeseen changes, the membership fee that was paid is not necessarily reflective of the activity level able to be provided.
3. The Athletic Union (AU) Membership is £15 and must be purchased by all club members. The £15 membership is a small contribution towards the following costs: insurance, transport to and from training and BUCS matches, kit laundry, affiliation fees to National Governing Bodies and first aid training.
4. Not all costs that the AU Membership contributes towards have been incurred.
5. The minimum number of Members for clubs is 20 and for societies it is 10.
6. A club/society needs a minimum of 3 Committee Members to exist as an affiliated club/society. Your respective committee membership role appears as an activity on your HEAR Report. If a committee member quits or has a refund part-way through the year, the role will no longer be eligible to appear on your HEAR report.

Union Council Believes

1. Mental Health and Wellbeing is of paramount importance. Therefore, the minimum numbers needed for clubs and societies should be paused to help facilitate student engagement at any level.
2. There are resource and bank fee implications for the processing of refunds. Therefore, a minimum threshold for refund payments in the amount of £2.00 is to be applied.
3. A refund of £10 of the AU Membership should be applied to all students who purchased a club membership.
4. If you do not have the 3 paid committee members, then your club/society will be frozen for this academic year. The club/society can then resume as usual in the summer pending the election of at least 3 committee members for the next academic year 2021-22.

5. Club and Society committees should take into consideration the amount of money in their account and calculate refunds as a pro rata amount unless this amount falls below the basement refund amount of £2.01 in line with point 2.

6. In respect of the club and society direct membership fees and in line with point 5, we suggest the following criteria for establishing a Refund Policy for your club/society.
 - a. If lockdown and national governing body measures has limited provision for your club/society, whereby no activity could be scheduled we advise that a full refund be given.
 - b. If some activity has been able to take place, (for example virtual socials) but no face-to-face physical activity has been able to take place, then we advise a partial refund, considering the costs incurred for the activities that have been delivered. This will be at the club/society's discretion subject to confirmation from the Students' Union.
 - c. If the club/society has amended their membership fee, and delivered activities we recommend that no refund be applicable.

Union Council Resolves

1. To Mandate the VPSA to work with the Student Activities and Voice team to oversee the delivery of the Covid19 Refund policy.