

MEMORANDUM OF UNDERSTANDING

WARWICK STUDENTS' UNION & SPORTS CLUBS

This agreement is between the Students' Union and **University of Warwick Riding Club** referred to in this document as the Club.

The Club and Warwick Students' Union agree to the following principles. The objective is to produce a student run Club which is financially solvent, legally compliant, and provides development opportunities for members of the Club. The content of this memorandum is to be reviewed and agreed each year by the President of the Club and the Sports Officer and Democracy & Development Officer of the Students' Union.

The Club has ownership of and responsibility for its activities and associated risks, and responsibility for the financial operation, and general running of the Club.

The Students' Union will support the Club in its activities.

1. Responsibilities of the Club

The Club and its executive officers will comply with the By-Laws, Regulations and requirements of the Students' Union, including:

- 1.1** Memberships – By-Law 10 Section 10.7
- 1.2** Members Code of Conduct – By-Law 12 Appendix 1
- 1.3** Data Protection, Social Media and Defamation – Data/Social Media User Guide
- 1.4** Equality and Diversity – By-Law 11
- 1.5** Use of Club Funds – Financial Procedures FP12 and By-Law 10 Appendix C
- 1.6** Democratic Process – By-Law 10 Appendix D
- 1.7** Attendance at Exec Training – By-Law 10 Section 10.9
- 1.8** Responsible Behaviour – Anti-Social Behaviour and “Adoptions” Policy
- 1.9** Compliance with Team Warwick kit agreements
- 1.10** Compliance with all SU Health and Safety guidance
- 1.11** Appropriate recognition for and use of SU and University logos – SU Branding Guide
- 1.12** Good housekeeping within SU venues and spaces

2. SU Support for the Club

The Students' Union will support the Club in its activities and organisation, including:

- 2.1** Recognise and promote the Club and its memberships
- 2.2** Provide information, training and guidance
- 2.3** Provide a Finance service, processing payments and giving relevant and timely information

- 2.4** Source suitable insurance for equipment and activities
- 2.5** Review and sign specific contracts to limit the liability of the Club
- 2.6** Give advice on the planning and running of specific events
- 2.7** Provide a ticketing service and online ticket and merchandise facility
- 2.8** Provide access to grants and budgets
- 2.9** Act as arbiter for the Club when required
- 2.10** Provide advocacy for the Club
- 2.11** Provide online services, web presence and Club email system for communicating with members
- 2.12** Provide space, subject to availability, in support of Club activity. Allocations of SU space for use on a long-term basis will be assessed annually.