

## 1. Clubs Council

The Clubs Council is the new governance and decision-making body representing clubs and societies. Each and every club now has a voice in how the clubs program operates. The Council will meet at least once every Teaching Period to discuss issues that clubs are facing, from funding policy to event management, approving new affiliations and more. In order to continue affiliation a Delegate or proxy from each club and society must attend these meetings. Attendance is in your best interest for a number of reasons, including being able to voice and actively decide how clubs and societies will operate, receive funded and how clubs will continue to benefit the ANU student population.

### Who is the delegate for my Club?

One Delegate from each Club must be declared and appropriately identified at the time of affiliation each Academic Year. They must be a member of the Club they represent and a member of either ANUSA or PARSA.

### I am a delegate but am unable to attend a meeting, does this mean my Club is disaffiliated?

No, not necessarily. If you are unable to attend a meeting you may proxy your moving, seconding and voting rights to any other member of your Club in the form of a written proxy. You must provide a written statement nominating the proxy by name and university ID at least one hour before the Meeting. Your proxy must also be a member of the Club they represent and a member of either ANUSA or PARSA. However, if you fail to provide a proxy and do not attend 3 consecutive meetings in 1 academic year your club will be disaffiliated from ANUSA.

### What happens in a Clubs Council Meeting?

Clubs Council meetings run much like ANUSA General and Ordinary Meetings. There are standing orders, which you can find [here](#). Each meeting will have an agenda following this basic outline

Order of Agenda

**Item 1:** Meeting Opens and Apologies

**Item 2:** Minutes from the Previous Meeting including Matters Arising

**Item 3:** Reports and Matters Arising

**Item 4:** Presentation of Affiliations (if required)

**Item 5:** Elections (if required)

**Item 6:** Items for Resolution

**Item 7:** Items for Discussion

**Item 9:** Other Business

**Item 10:** Date of next meeting and Close

If you would like to include a motion you can do so in writing either before the meeting or during. All motions and amendments will need a mover and seconder. A member may ask only one question relating to the content of a motion or amendment and may speak only once to a motion or amendment unless they are the mover exercising their right of reply.

If you wish to raise a motion to affiliate please see the *Affiliating your Club* section of this document, as there are a number of requirements needed before bringing this motion to the Council.

### **What are my responsibilities as Delegate?**

As a Delegate you are responsible for representing your Club in an appropriate manner. However there are also a number of formal rules you must adhere to, including:

1. You may only address the meeting when called on to do so by the Chair.
2. You must listen to other speakers in silence.
3. You must not engage in any type of discrimination based on gender, race or sexuality.
4. The Chair has the discretion to have a person immediately removed from the meeting for extreme types of discrimination based on gender, race or sexuality.

### **Who are the Council Executive and what do they do?**

The Council Executive consists of the following elected members who must be either a member of ANUSA or PARSA:

- (a) One Officer from each Branch;
- (b) Chair;
- (c) Secretary;
- (d) Funding Officer;
- (e) Community Officer; and
- (f) Three General Officers

The Council Executive provides information (such as this) on topics necessary for Clubs to use the funding system provided by the Association, and on topics relevant to the duties of Club Office-bearers. They also provide clear, accessible information concerning all council policies and Clubs Regulations. The Council Executive organises training for the office-bearers of Clubs. They also ensure requests for affiliation and funding are processed, that office-bearers of Clubs are reasonably informed as to the status of their requests and will address any issues or errors in the processing of requests and take measures to ensure they do not persist.

### **What are Branches?**

Branches are groups of the Council, which contain similar clubs. Each Branch may be subject to altered affiliation and funding requirements specific to their needs, however the main purpose for Branches is to increase collaborative events between Clubs. When requesting affiliation you may nominate to join a Branch, however if you wish to change Branch you must submit a written application to the Council Executive.

Currently the following are Branches of the Clubs Council

1. Productions Branch
2. Common Rooms Branch
3. Discipline Branch
4. Cultural Branch

Each Branch has an officer that sits on the Council Executive. Their duties include actively seeking out any problems or issues clubs face and ensuring all issues or concerns faced by clubs within their branch are brought to the Council Executive.

## 2. ANUSA Services

By affiliating, your club gets certain benefits such as:

- Free print/photocopy quota at ANUSA - <http://anusa.com.au/print/>
  - Only the executive from each club are allowed to print from the ANUSA headquarters.
  - This benefit allows for the printing of 40 A4 coloured pages per semester.
- Free room hire of the ANUSA Boardroom
  - Message ANUSA Office Manager, Eleanor Boyle at [sa.admin@anu.edu.au](mailto:sa.admin@anu.edu.au)
- Free hire of rooms/space on ANU campus
  - Message [functionsoncampus@anu.edu.au](mailto:functionsoncampus@anu.edu.au) or,
  - For sporting rooms: [//www.anu-sport.com.au/facilities/](http://www.anu-sport.com.au/facilities/)
- Free BBQ/Soup Urn/Marquee Hire - [//anusa.com.au/hire/sa.studentspace@anu.edu.au](http://anusa.com.au/hire/sa.studentspace@anu.edu.au)
- Free PA-System Hire - [//anusa.com.au/hire/sa.studentspace@anu.edu.au](http://anusa.com.au/hire/sa.studentspace@anu.edu.au) or contact [sa.studentspace@anu.edu.au](mailto:sa.studentspace@anu.edu.au)
  - Collect from the BKSS when ready.
- Free Bus Hire -> [//anusa.com.au/bus/sa.studentspace@anu.edu.au](http://anusa.com.au/bus/sa.studentspace@anu.edu.au)
- Discounted rates for Greyhound bus travel for university related events
  - Contact [sa.assistance@anu.edu.au](mailto:sa.assistance@anu.edu.au) or 62152444 directly.
  
- Free post box for receiving mail, once the society has been successfully affiliated

You can receive free legal service from the ANUSA lawyers when legal assistance is required. Such circumstances may arise during: