

Sports Development Zone By-Law



BL-SD-1

This By-law sets out the workings of the Sports Development Zone and its Zone Committee. You should read it in conjunction with Rule 4 (Zones).

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1. Purpose

This section is taken from Rule 4, sections 9.1 and 9.2.

- 1.1 The purpose of the Sports Development Zone is to enable our members to enjoy sport at all levels and to unlock the potential of every one of our athletes.
- 1.2 The Sports Development Zone is responsible for developing and supporting:
 - (a) Elite and competitive sport
 - (b) Participation in sport
- 1.3 The Committee shall operate under the general rules governing Zone Committees as outlined in Rule 4.

2. Membership

This section is taken from Rule 4, section 9.3. It sets out the core membership of the committee as defined by that section, states the additional members added by this By-law, and then states the voluntary officers created by this By-law.

- 2.1 The core membership of the Zone Committee is:
 - (a) VP Sports Development,
 - (b) Union President,
 - (c) Athletic Union Officer,
 - (d) Sports Participation Officer,
 - (e) the additional Sabbatical Officer, selected in accordance with Rule 4, section 6.3(c), and
 - (f) the two Union Councillors, selected in accordance with Rule 4, section 2.2(a).
- 2.2 The members created as Voluntary Officers by this By-law are:
 - (a) the Intra-Mural Officer.
 - (b) Student Groups Representative.

3. Voluntary Officers

This section creates Voluntary Officers of the Sports Development Zone Committee.

- 3.1 Intra-Mural Officer

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- (a) Help co-ordinate the intra-mural leagues.
- (b) Assist the VP Sports Development in providing a student perspective on Sport and Wellbeing's IM strategy.
- (c) Ensure that intra-mural sport is advertised and made accessible to students.

3.2 Student Groups Representative

- (a) Represent student groups within the Sports Development Zone (with the exception of the Athletic Union groups) on the Zone Committee.
- (b) Liaise between such student groups and the Zone Committee.
- (c) Represent such student groups on the Student Groups Committee.

4. Sub-committees

This section creates sub-committees of the Sports Development Zone Committee. Each sub-committee has its own by-law, which sets out how that sub-committee works. Sub-committees report to and are the responsibility of the Zone Committee.

4.1 Athletic Union Committee

- (a) The Athletic Union Officer is chair of the Athletic Union Committee.
- (b) The purpose of the Athletic Union Committee is to:
 - (i) ensure that the Athletic Union provides adequate support to its members,
 - (ii) decide how the Athletic Union distributes the resources given to it by the Sports Development Zone Committee,
 - (iii) enable clubs to voice their opinions/problems they are having (through their reps),
 - (iv) organise Athletic Union events that occur during the year (Varsity, Alumni Day etc.)

4.2 Intra-Mural Committee

- (a) The Intra-Mural Officer and Sports Participation Officer are co-Chairs of the Intra-Mural Committee.
- (b) The purpose of the Intra-Mural Committee is to:

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- (i) ensure students are included on any changes to the intra-mural programme,
- (ii) improve communication between sport and wellbeing, SUSU and IM teams regarding fixtures and intra-mural events,
- (iii) shape the intra-mural programme in a way which allows the Sports Development Zone to achieve its goals.

5. Sub-groups

This section explains the procedure for creating sub-groups of the Zone Committee for particular tasks.

- 5.1 The Zone Committee may, from time to time, establish sub-groups to organise or perform a specific activity or activities.
- 5.2 In order to create such a group, the Zone Committee will approve the terms of reference for that sub-group, to include:
 - (a) the membership of the sub-group,
 - (b) the chairing of the sub-group,
 - (c) the time period the sub-group will be active for,
 - (d) any decision-making powers delegated to the sub-group,
 - (e) the process by and frequency with which the sub-group shall report to the Zone Committee.
- 5.3 The Zone Committee may, from time to time:
 - (a) vary the terms of reference of a sub-group, or
 - (b) dis-establish a sub-group.
- 5.4 The Zone Committee remains responsible for the work of the sub-group.
- 5.5 A decision made by a sub-group is valid subject to ratification by the next meeting of the Zone Committee.

6. Meetings

- 6.1 Sub-committees should meet at least twice per term.
- 6.2 The Chair shall, with appropriate support, ensure agendas and papers are circulated at least 2 clear working days in advance of meetings.
- 6.3 Minutes of sub-committees and sub-groups shall be reported to the next meeting of the Zone Committee.

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6.4 A sub-committee shall make (and may alter) by-laws relating to the operation of the sub-committee, which shall include provision for a quorum for decision-making of not less than half of its membership. The creation or alteration of a by-law must be approved by the Zone Committee before coming into effect.

7. Elections of Voluntary Officers

7.1 Voluntary Officers of the Zone Committee and the sub-committees are elected at the last meeting of that committee during the summer term.

7.2 Where a Voluntary Officer position is vacant, a by-election shall be held for that position at the next meeting of the committee.

7.3 Elections for Voluntary Officers are held in accordance with the General Meeting Elections By-law issued under section 5.1 of Rule 7.

7.4 Notwithstanding the previous provisions of this section, the election of the Student Groups Representative shall be conducted at a special meeting in the Summer Term by and from among the Presidents (or their representatives) of the student groups within this Zone (with the exception of the Athletic Union groups).

7.5 The period of office of a Voluntary Officer begins on the first day of July after their election, or if they are elected at a by-election, then on that day.

7.6 The period of office of a Voluntary Officer ends on the last day of June after they take office.