

# SO 4002

## STANDING ORDER GOVERNING THE SPORT ZONE

### **1. Interpretation**

These Standing Orders shall be read in conjunction with the Constitution, Bye-Laws and the relevant Standing Orders of Hull University Union (hereafter collectively referred to as the Regulations) and shall be interpreted accordingly. In these Standing Orders:

- a. "the Zone" means the Sport Zone;
- b. "HUU" means Hull University Union;
- c. "Council" means HUU Council;
- d. "clear days" excludes University holidays; Bank Holidays; Saturdays and Sundays;
- e. "AU" mean Hull University Union Athletic Union.

### **2. Function**

The primary function of the Zone is to organise and develop sport within HUU. The secondary functions of the Zone are to provide scrutiny and hold to account the Sports Officer.

All Zone members are members of Council; if a member resigns or is removed from either Council or their Zone position, then they cease to hold both of these roles.

### **3. Membership**

Voting membership of the Zone shall be:

- (1) Sports Officer;
- (2) AU Presidents' Representative;
- (3) AU Members' Representative;
- (4) Two Councillors for Scrutiny.

Ex-Officio members:

- (1) Sports & Societies Co-ordinator;
- (2) Such others that the Zone may deem appropriate.

### **4. Duties of the membership**

All roles will help the Sports Officer and the Sports & Societies Co-ordinator when necessary.

(1) **Sports Officer**

i. The duties of the Sports Officer are detailed in SO 4001.

(2) **AU Presidents' Representative**

i. To represent the view of AU Presidents at zone meetings and at Union Council.

ii. To be a full voting member of Union Council.

iii. To be a full voting member of the Governance Zone.

iv. To support the Sports Officer in the organisation and running of AU Council.

(3) **AU Members' Representative**

i. To represent the view of AU members at zone meetings and at Union Council.

ii. To be a full voting member of Union Council.

iii. To support the Sports Officer in the organisation and running of AU Council.

(4) **Two Councillors for Scrutiny**

i. To scrutinise the performance of zone members and the Sports Officer in line with their objectives.

ii. To scrutinise the zone budget.

iii. To be a full voting member of Union Council.

iv. To support the zone with any campaigns or activities.

**5. Election process**

The AU Presidents' Representative and the AU Members' Representative shall be elected at the first AU Council of the academic year.

The Sports Officer and the Councillors for Scrutiny shall be elected in line with SO 8001 governing Elections.

**6. Chair**

The Chair shall be elected in the first zone meeting. They are responsible for keeping a register of attendance; drafting a Zone meeting agenda, which is to be circulated three clear days in advance; keeping order within the meeting and ensuring points to action are met. The Chair may call an emergency meeting of the Zone.

**7. Meetings**

Meetings of the Zone shall take place in weeks three; five; seven; nine and eleven. The day and time of these meetings shall be agreed by the membership.

**8. Quorum**

The quoracy of such meetings shall be fifty percent plus one of the voting membership plus the Chair.

**9. Minutes**

The minutes shall be taken by the Secretary to the Zone elected at the first zone meeting. These shall be submitted to the Democracy & Governance Co-ordinator no later than four clear days following a Zone meeting. The minutes shall record points to action for the Zone members and shall be brought to the attention of Council by the Chair, in the form of a report under the Sport Zone section of the Council agenda.

**10. Voting**

All votes shall require a greater than fifty percent majority to pass. All votes shall be public except those on motions of caution, censure and no confidence which shall be conducted by secret ballot, counted by the secretary and checked by the Chair.

**11. Powers**

The Zone shall be able to:

- (1) Pass a motion of caution against the Sports Officer as detailed in the Bye Laws.
- (2) Bring motions of censure and no confidence as detailed in the Bye Laws against the Sports Officer to Council.
- (3) Pass a motion of caution, censure or no confidence against other Zone members. Motions of no confidence are to be ratified by Council and if successful the member is removed from the Zone committee.
- (4) Submit questions in writing to the trustees of HUU to be asked by the Sports Officer.
- (5) Submit questions to an officer at council.
- (6) Propose a motion of caution against an officer to council.

Approved Union Council: 13/04/15

Approved Union Council: 8 May 2017