



## TEAM LJMU SPORTS FORUM

### OVERVIEW & PURPOSE

The purpose of the Sports Forum is to provide a dedicated space for Sport Committee Members to share their views, raise issues, and influence the development of sport across JMSU and LJMU. The Forum supports the ongoing growth of sports clubs, offers insight into the VP's manifesto priorities, and encourages collaboration on new ideas, initiatives, and campaigns that enhance the student sporting experience.

### FORUM DUTIES

The forum duties are:

- Identify, discuss, and escalate sports-related matters, including challenges and opportunities, and make recommendations to the Vice President Activities.
- Lead and support collaborative initiatives and campaigns that promote participation, inclusion, wellbeing, and success across all sports clubs.
- Raise key issues directly with the University, where appropriate, by inviting relevant departments (e.g., Estates, Facilities, Student Services) to engage with the Forum.
- Champion the development of new sports clubs, offering support to help them launch, grow, and become active members of the sports community.
- Ensure the Sports Forum Vice-Chair represents the student voice by sitting on the shortlisting panel for the annual Societies & Sports Awards and attending Student Forum.

### REPORTING & MEMBERSHIP

<b>Chair</b>	Vice President Activities
<b>Vice Chair</b>	Sports Champion
<b>Secretary</b>	Sports Assistant
<b>Membership</b>	One committee member from each Sports Club
<b>Report To</b>	Student Forum

In the absence of the Chair, the Vice-Chair will chair the meeting. In the absence of both, the meeting may appoint a temporary Chair from the members present.

The Secretary is responsible for taking brief minutes of the meeting. In the absence of the Secretary the meeting may appoint a temporary Secretary from the JMSU Opportunities & Development Staff.

### SPORTS CHAMPION

- The Sports Vice-Chair is an elected sports committee member called the Sports Champion.
- The Sports Champion will be nominated and elected from the Sports Forum membership.
- Each sports club shall have one vote, except for the Chair, who shall have only the casting vote in the event of a tie.



## NOTICE OF MEETINGS

Members will receive notice of the meeting, requesting them to attend. To ensure maximum participation, at least five working days' notice of meetings will normally be given.

The Secretary is responsible for sending notice of meetings. The draft minutes from the previous meeting will usually be circulated at the same time as the notice.

## QUORUM

This meeting is not quorate, so formal decisions cannot be made in this space. However, attendance is still being recorded and monitored in line with the Sports Club Code of Conduct.

Consistent attendance forms part of the assessment criteria for Sports Club of the Year.

## VOTING

The Sports Forum can be used to gauge initial feedback and determine whether there is broad support for an idea or proposal as a potential direction of travel.

Please note that, as this is a forum, some motions may need to be referred to the Annual Student Members' Meeting or the Student Forum for formal approval via the Vice President Activities.

## FREQUENCY

The Sports Forum will meet at least three times during the academic year. However, at the discretion of the Chair, the forum can meet more frequently if its workload necessitates it.