

## **BRITISH CANOEING SAFETY ADVISORY PANEL**

### **TERMS OF REFERENCE**

#### **1. Purpose**

The purpose of the Access Advisory Group is to provide guidance and advice to British Canoeing, volunteers and the wider paddling community, to support responsible access to and along water which are compatible with the protection of the natural environment in all aspects of paddlesport.

#### **2. Responsibilities**

The responsibilities of the Access Advisory Group are to:

- 2.1 be responsible for the recommendation, implementation and monitoring of policies related to sustainable access to and along water to British Canoeing.
- 2.2 maintain and develop relationships with external stakeholders within the navigation and conservation sector to support the sharing of best practice to fulfil the requirements of the Stronger Together principle including the promotion of the Access and Environment Charter and Campaign.
- 2.3 support the ambitions of British Canoeing in delivering the 2017-2021 Strategic Plan.
- 2.4 advise any paddler, coach, official, regional, discipline or member of the public on any aspects of places to paddle in England and Wales such as the provision of information, advice and assistance.
- 2.5 coordinate the activities of, and provide guidance, to the British Canoeing Regional Waterways Advisors and their associated Regional Development Teams.
- 2.6 monitor reports by Members and others relating to access issues

#### **3. Accountability**

The Access Advisory Group is accountable to the Board of British Canoeing.

#### **4. Membership**

The membership of Access Advisory Group shall comprise of the following;

- 4 independent volunteer advisors who shall be appointed by the board for their knowledge and expertise within the access and environmental sector. Appointments are to be reviewed every two years.
- Places to Paddle Manager
- Places to Paddle Policy Officer (Chair)
- Places to Paddle Access and Environment Officer
- Regional Waterways Advisor (possible rotational basis)

Access and Environment representatives responsible for implementation from:

- Canoe Wales (Access Officer)
- Scottish Canoe Association
- Canoe Association of Northern Ireland

In addition the following **may** be invited to attend;

- The CEO of British Canoeing
- Other senior management executives within British Canoeing
- Experts, including those from a navigation authority and/or conservation organisation.

The chair will be appointed by either the Board or the CEO.

## **5. Reporting**

The Access Advisory Group minutes will be shared with the Board and the Chief Executive Officer after each meeting.

Each year the chair of the Access Advisory Group shall prepare an Annual Report that will be published on the British Canoeing website.

## **6. Meetings**

The Access Advisory Group will meet at least three times a year.

## **7. Conflicts of Interests**

Any issues of conflicts of interest will be dealt with by the British Canoeing policy on this matter.

## **8. Terms of reference and committee effectiveness**

The Terms of Reference for the Access Advisory Group and its effectiveness shall be reviewed every two years by the Board and this will include a review of membership of the Access Advisory Group.

Date: 8 November 2018

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