



# **The Safeguarding Committee**

## **Terms of Reference**

*Date Approved by the Board: December 2023*

### **1. Purpose**

1.1 The Safeguarding Committee shall have oversight of British Rowing's safeguarding function.

### **2. Reporting and Meetings**

2.1 The Safeguarding Committee shall always take into account the impact of its decisions with regard to wider BR policies, including equal opportunity, diversity and inclusion to ensure consistency and compliance with policies and the strategy of British Rowing;

2.2 The Safeguarding Committee, through its Chair, will make a report to the Board on the progress of its activities at the Board meeting following each meeting.

2.3 The Committee will meet at least three times per year and as often as needed. A quorum will be 3 members entitled to vote at the meeting, and must include at least one Board Director.

### **3. Membership - voting**

The membership of the Committee will be a minimum of five, up to a maximum of six, including:

3.1 At least two Board Directors, including the Director responsible for providing Board oversight for safeguarding who will Chair the Committee;

3.2 Up to four independent members who will be appointed to the Safeguarding



Committee with respect to their relative skills and expertise.

3.3 In the event the Chair is unavailable for a meeting, the other Board Director will Chair the meeting.

3.4 The Committee may from time to time call upon external expert advice, including in auditing or amending British Rowing's Safeguarding policies, procedures, guidance and implementation plan.

#### **4. Attendance - non voting**

4.1 The Head of Governance Safeguarding and Integrity;

4.2 The Lead Safeguarding Officer or Case Officer.

#### **5. Functions**

5.1 Receive quarterly reports from the Head of Governance Safeguarding and Integrity regarding safeguarding issues and trends within British Rowing and the wider sport sector.

5.2 Review, and recommend for Board approval where relevant, British Rowing's safeguarding strategy, policies, procedures, guidance and implementation plan to ensure that they are up to date, strategic, and reflect the legislation and recommendations of external agencies that specialise in the protection of vulnerable groups.

5.3 Receive updates on the audit of British Rowing Safeguarding carried out by the CPSU annually.

#### **6. Links with other Committees**

6.1 The Committee, through its Chair, will maintain links with and share information on safeguarding matters, as necessary with any other Committees of the Board.