

## TERMS OF REFERENCE

### PERFORMANCE WELLBEING GROUP

#### 1. Introduction

The Performance Well Being Group has been established to support the work of British Canoeing in its work to develop and deliver appropriate policies and practices around matters of athlete, staff and volunteer welfare within its performance and talent development programmes.

The Group shall operate within the powers delegated to it by the Board, through the CEO and outlined within the responsibilities contained within these Terms of Reference.

The work of the Group will focus primarily on the UK Performance and England Talent Programmes, with an expectation that the outcomes from this work will impact more widely in other areas including other Home Nations and programmes within the non-Olympic disciplines within British Canoeing.

**The Terms of Reference for the Group shall be reviewed at least every two years and this will include a review of membership of the Group.**

#### 2. Accountability

As with all committees and groups within British Canoeing, this Group is accountable to the Board of British Canoeing. This composition, operations and responsibilities of this Group will be managed by the CEO in collaboration with the Performance Director.

The work of the Group will be reported to the Performance Leadership Team and then to the Board of British Canoeing.

#### 3. Purpose

The purpose of the Performance Wellbeing Group is to advise on the development of policies and practices and to establish effective monitoring and evaluation procedures;

*'To ensure that all athletes, staff and volunteers thrive in a performance environment that allows them to fulfil their potential and reflect positively on their experiences'*

#### 4. Responsibilities

The Group has the delegated authority to carry out the following responsibilities;

- Develop the British Canoeing Wellbeing Strategy and Action Plan
- Ensure the coordination and development of the wellbeing policies, practices and procedures at British Canoeing including establishing working parties or agreeing tasks with existing individuals or groups
- Monitor the delivery of actions within the Action Plan
- Evaluate the effectiveness of the policies and procedures and recommend and manage reviews where appropriate
- Have oversight of the compliance of British Canoeing being compliant with any welfare or wellbeing codes which may be introduced in the future by UK Sport or other stakeholder organisations
- Identify and review any risks within this area of work and advise appropriate individuals on those risks and how those risks should be managed and mitigated

- Ensuring opportunities for discussion are created for all of those involved and decision on issues affecting welfare and well being

## **5. Membership of the Group**

The membership of the Group and the Chair of the Group will be agreed between the CEO and the Performance Director.

The Group membership will include athlete representatives, a member or members of PLT, coaches and support staff within World Class and talent programmes and independent members.

Members of the Group will be invited to serve initially for a 2 year period and then be subject to review.

The number of members within the group shall be a maximum of 12.

Members will be invited to join the group on the basis of their knowledge and experience and their ability to advise continuous improvement in this important area of work within British Canoeing.

Membership shall include the following;

- Performance Director British Canoeing
- Head of Performance Operations British Canoeing
- Head of Governance and Compliance British Canoeing
- Talent Programme Representative British Canoeing
- Chief Medical Officer British Canoeing
- Performance Lifestyle Representative
- Performance Psychology Representative
- BAC Representative
- Athlete representative x 2
- Independent member x 2

## **6. Meetings**

The Group shall meet as required but usually a minimum of 4 times a year.

Papers will be circulated at least 7 days in advance of meetings

Minutes of each meeting shall be recorded and these will be reported to the PLT and the Board and may be made public on the web site

MAY 2017

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