

**Terms of Reference
Rider Working Group****Group: Novice to Advanced****Aim**

To provide recommendations on matters relating to the sport from the viewpoint and experience of BE members across all of the levels to the British Eventing Sport Team and British Eventing Sport & Risk Management Committee (S&RMC) for their consideration and approval.

Objectives

- To identify and assess areas of potential development and improvement of the sport for members
- To consider the impact of all sport developments, changes and modifications on members
- To provide sufficient information and research material where required, to allow the BE Sport Team to make informed and well considered decisions in the interests of the members of the sport, to subsequently put forward proposals to the BE Sport & Risk Management Committee (S&RMC)

Composition

The composition of the riders working group will be approved by the Chief Sport Officer and Chief Executive Officer of British Eventing.

The group will be chaired by the Chief Sport Officer, and minutes will be taken by a nominated secretary for each meeting. In addition, the group will include one member from British Eventing head office staff and the grassroots representative from the British Eventing Sport & Risk Management Committee (S&RMC).

All members will have recent and relevant eventing experience and be a current full British Eventing member.

Other BE board, staff or committee members may attend a rider working group meetings at the request of the chair of the rider working group. The chair may also request the attendance of an appropriate adviser, if required.

The group will be composed of no less than five members and no more than ten (excluding the BE representatives). Members of the working group will come from varying geographic locations and a range of ages, diversities and backgrounds that to the best endeavours represent the demographic of the sport.

BE will endeavour to achieve the below representation on the group;

- 5 riders regularly/predominantly competing at Novice
- 3 riders regularly competing at Intermediate
- 2 riders regularly competing at Advanced

Frequency of Meetings

The working group will meet at least three times a year per annum. One of these meetings will be face to face at BE head office (unless otherwise advised). The other meetings will be held via online services.

Terms

The initial term for each member will be one year. A review will take place at the end of year one to decide the future terms.

No member may serve more than two consecutive three year cycles. Membership must be maintained throughout the term to remain on the group.

Appointment to the rider working group is voluntary but reasonable travel expenses will be paid where travel is required.

Any Members who has not attended two consecutive meetings will be asked to step down and their place re-appointed.

The rider working group is open for all current full British Eventing members to apply. Applications will be submitted via an online application process. The selection process for members may be reviewed after year one.

Expectations

As a member of the group you will be an "Interim Event Riders Association grassroots representative" with responsibility for engaging with members and feeding back to the group as well as communicating with representatives of ERA.

Members must have regular email access and have a computer/device which enables them to participate in online meetings. i.e. with video capability.

Members of the working group are expected to engage in meetings and share the points of view from their stakeholder group.

Members should expect to participate in email communication outside of the three formal meetings.

Members who no longer wish to or are able to take part in meetings can at any point stand down without prejudice.

Members will be bound by a confidentiality agreement such that discussions in the working groups can be open and frank with agreed topics being circulated to the wider membership.