

SAFETY COMMITTEE TERMS OF REFERENCE

Last Updated: 18th December 2022

Last Approved: December 2022

1. PURPOSE

The British Fencing Safety Committee is a BF Standing Committee which adheres to the overarching BF Standing Committee Terms of Reference which sets out the common basis of the terms of reference for all Standing Committees.

The main purpose of the British Fencing Safety Committee (BFSC) is to advise the BF Board on all safety-related matters and exercise any delegated authority it is given on this topic.

2. MAIN RESPONSIBILITIES

These include:

- Regularly and at least once a year to review and update as necessary the BF Safety Guidelines and Regulations
- To publicise the BF Safety Guidelines and Regulations
- To formulate safety-related Rules for Competitions. Proposals for changes to be submitted to the BF Rules Committee and/or the BF Board
- In the light of arising safety issues to develop BF safety strategies and regulations for submission to the Board, whether they relate to routine or emergency issues, and to notify the BF membership of them
- To have the power to bring into force new regulations urgently if appropriate.

3. REPORTING REQUIREMENTS

Reporting requirements are

- Annually, to present a report on activities and progress in writing to the Board and CEO.
- Annually, to provide a summary report on activities and progress to members to be published in the BF Annual Report.
- Additionally to report to the Board and/or CEO whenever circumstances require.

4. CORE COMPOSITION

This includes as far as possible persons with expertise in the following BF/fencing safety related areas:

- Medical
- Legal
- Insurance
- International SEMI
- Competition organising
- Grass-roots fencing
- Wheelchair Fencing
- Supplier/Manufacturer
- FIE regulations
- CEN regulations
- BF HQ

All BFSC members have voting rights, with the Chair having a casting vote. A quorum is 50% of BFSC members.

Matters concerning BFSC appointments, removals and terms of office are decided by NomCom and the BFSC Chair in accordance with the BF Standing Committee Terms of Reference.

5. MEETING FREQUENCY

The BFSC will meet at least once annually and whenever the situation demands.

Consultations on urgent matters may be by meeting, e-mail, phone or any combination appropriate to the circumstances.

Meetings may be in person, virtual or hybrid.

Travel expenses of BFSC members will be met by BF in accordance with the appropriate policies.

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