

The National Outdoor Recreation Forum

Terms of Reference

1 Purpose

- 1.1** The purpose of the National Outdoor Recreation Forum shall be to provide a mechanism for representatives from local forums, governing bodies of sport and other key stakeholders from NGO's to have an effective and united voice for the development of outdoor recreation.

2 Objectives

- 2.1** The National Outdoor Recreation Forum acknowledges that outdoor recreation users generally use the natural environment or someone else's land for their activities. Therefore any such forum must take cognisance of the inter-relationship between usage and the environment as well as the social, cultural and economic well-being of the communities who reside and work in the areas used.

- 2.2** The Forum will therefore aim to:

- 2.2.1** To facilitate positive relationships amongst all stakeholders and mutual support for the needs of users, land/water managers and owners and the environment.

- 2.2.2** To advise and lobby Ministers, Departments and Agencies on the development and implementation of policy and strategy.

- 2.2.3** To advise on the sustainable development of outdoor recreation in Northern Ireland.

- 2.2.4** To monitor the effectiveness of and hold to account the Strategic Group in the delivery of the Outdoor Recreation Action Plan.

- 2.2.5** To share knowledge, issues and best practice amongst the group.

3 Membership

- 3.1** The forum is a network of representative organisations with a national remit for the development or management of opportunities for increased participation in outdoor activities and recreation.

- 3.2** Organisations participating in the forum do so under their own insurance and liability.
- 3.3** Membership to the forum will be open to any organisation that meets the criteria as set out in 3.1
- 3.4** Each organisation represented has the authority to nominate 1 person to the forum.
- 3.5** By accepting the invitation to nominate a member to the forum participating organisations commit to:
- Work within the terms of reference.
 - Devote time as required for meetings.
 - Achieve the purposes of the Forum through constructive working with other members.
 - Network with a wide range of interests outside of forum meetings.
 - Disseminating information or requests to the bodies or individuals that they represent.

4 **Chair**

- 4.1** An independent voluntary Chair will be requested to be appointed by Sport NI
- 4.2** The vice chair will be appointed by election from within the group.
- 4.3** Subject to their continued membership to the forum they shall be eligible for re-election annually.
- 4.4** The method of appointment for Vice-Chair of the Forum shall be as follows:
- Election for the post of Vice Chair shall take place with all members of the Forum (including those standing for the position concerned) being entitled to vote, a member may vote for him/herself.
 - The secretary will announce the result of the election to the post of Vice-Chair.
 - In the event of a tie on the first round of voting for the post of Vice-Chair, a second round of voting will be held in which the only candidates standing will be those whose scores were tied, again, all members may vote including those standing.

5 Administration

- 5.1** ORNI will provide a secretary responsible for the administration of the forum who shall not be a member of the forum.
- 5.2** The forum shall normally meet twice per annum and additional meetings may be arranged where necessary.
- 5.3** Meeting agendas shall be agreed between the Chair and the Secretariat. Agendas, papers and minutes of the meeting shall be available to the public on request from the secretariat.
- 5.4** The Chair may, where appropriate, invite observers to the meeting who shall be able to contribute at the meeting at the discretion of the Chair.
- 5.5** All papers for meetings will be sent to members at least five days in advance and should be supported by a clear recommendation wherever possible.
- 5.6** A consensus should be reached on all matters discussed but where this is not the case opposing views will be recorded.
- 5.7** The quorum for meetings of the forum shall be 6 members.

6 General obligations

- 6.1** A member must:
- promote equality by not discriminating unlawfully against any person
 - treat others with respect
 - not do anything which compromises or which is likely to compromise the impartiality of those who work for, or on behalf of the forum.
- 6.2** A member must not in his or her official capacity, or any other circumstance, conduct himself or herself in a manner that could reasonably be regarded as bringing their office or the forum into disrepute.
- 6.3** A member must not in his or her official capacity, or any other circumstance, use his or her position improperly to confer on or secure for himself, herself or any other person, an advantage or disadvantage.

7 Disclosure of personal interests

- 7.1** A member with a personal interest in a matter who attends a meeting of the forum at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent and must leave the room when it is being discussed.
- 7.2** The declaration of interests shall be an agenda item at the start of each meeting.
- 7.3** A Conflict of Interest would include, but not be limited to, direct or indirect interests of a Member in:
- A company, service or product that could be affected by a decision of the forum;
 - A company or product that is in competition with a company, service or product that could be affected by a decision of the forum
 - Acceptance of any gift, entertainment, services, loans or promises of future benefits from any person or organization that might benefit because of the individuals connection with the forum.
 - Compensation in the form of fees or salaries if such payment results directly or indirectly from the Member's work with the forum.

Appendix 1

Membership

Representatives from Local Outdoor Recreation Forums or groups:
1. Mourne
2. Causeway Coast and Glens
3. Sperrins
4. Fermanagh
5. Strangford Lough and Lecale
6. Lagan Valley Regional Park
7. Belfast Hills Partnership

Representatives from National Governing Bodies and other representative bodies:
8. Ulster Coarse Fishing Federation
9. Ulster Angling Federation Ltd
10. Ulster Council Irish Federation of Sea Anglers
11. Northern Ireland Archery Society
12. Canoeing Association of Northern Ireland
13. Speleological Union of Ireland
14. NI Mountain Bike Alliance
15. Cycling Ulster
16. Horse Sport Ireland
17. British Horse Society
18. Ulster Gliding Club
19. Ulster Hang Gliding and Paragliding Club
20. Mountaineering Ireland
21. Northern Ireland Orienteering Association
22. Ulster Federation of Rambling Clubs
23. Ulster Branch, Irish Amateur Rowing Union
24. Royal Yachting Association (NIC)

25. Northern Ireland Federation of Sub Aqua Clubs
26. Northern Ireland Surfing Association
27. Triathlon Ulster
28. Irish Water Ski Federation
29. Causeway Coast Adventure Racing (CCAR)
30. Irish Kite Surfing Association

Other organisations
31. NI Protected Area Network
32. Activity Tourism Forum
33. Outdoor Industry Association (NI)
34. National Trust Northern Ireland
35. Ulster Farmers Union
36. NI Agricultural Producers Association
37. Ulster Society for the Protection of the Countryside
38. Council for Nature Conservation and the Countryside
39. NI Environment Link
40. Northern Ireland Sports Forum
41. Sustrans
42. Disability Sport NI
43. Association of the Heads of Outdoor Education Centres
44. Duke of Edinburgh Award / An Gaisce Scheme
45. Leave No Trace Ireland