



The Canoe Association of Northern Ireland

CANI Equality Action Committee Terms of Reference

Purpose

The CANI Equality Action Committee is established to advise on the delivery of the CANI Equality Action Plan.

Overall Aims

- To advise on matters relevant to the delivery of the CANI Equality Action Plan, including compliance with equality regulations.
- To monitor the delivery of the actions highlighted in the equality action plan.
- To consider diversity within its remit.
- Give direction where appropriate to the CANI Board on Equality issues.
- Advise generally on matters of equality policy, strategy and procedure, and to advise on appropriate operational protocols within CANI.

Composition

- Chairperson
- Secretary
- CANI Chief Officer
- Seven other members with suitable experience of equality matters. Roles include people with disabilities lead, female lead, ethnic minority lead, LGBT+ lead, cross community lead, young person lead and older people lead. Experience of sports or paddlesports would be an advantage but is not necessary.

Committee members do not have to be CANI members and will be appointed by the CANI Equality Committee following an open recruitment process. It is recommended that a committee member can only hold one officer position at any one time. Each member of the committee will hold one vote. Decisions are by a simple majority of votes however in the event of a tie the chairperson will hold the casting vote.

Remit & Authority

The Equality Action committee is an advisory committee to oversee the delivery of the Equality Action Plan. The Committee will consider diversity within its remit. It is not intended to replace the accountability of CANI Board Members for the delivery of the action plan but instead complement the achievement of the recommendations. The CANI Strategic Plan will be the guiding document. The Committee does not assume responsibility for the day to day running of the programme that appropriately remains the responsibility of the CANI Chief Officer.

Term

- The Committee will be recruited openly by the CANI Equality Committee. The post will be for a term of 2 year with a maximum of 2 terms of two years.

Frequency of meetings

- Meetings will be held throughout the year as and when needed with a minimum of twice a year.

Location

- Meetings held in the Greater Belfast area or alternative central venue where appropriate.
- On occasions meetings may be held via social communications apps while maintaining confidentiality.

Attendance

- To attend Equality Committee meetings as and when required with attendance at least 60% of meetings held.

Review

- The operation of this committee will be reviewed in December 2021.