



## CANAL & RIVER TRUST NATIONAL USERS' FORUM – TERMS OF REFERENCE

### 1. Purpose and Aims.

The National Users' Forum (NUF) is a new Forum set up by the Canal & River Trust. Its purpose is for communication and discussion between the Trust and national user groups.

The Forum aims to

- keep members of the Forum updated on national and strategic issues of interest to users
- enable key groups to feedback to the Trust on issues of importance to users at a national level

The Forum is a national body. Engagement between Users and the Trust at a local level will continue to be supported by the User Groups facilitated by the Regional Directors within their geographic areas of responsibility.

The Forum has no formal role in providing advice, or in the governance of the Canal & River Trust.

### 2. Management of Meetings.

The Forum will meet once a year.

Meetings will be convened by the Canal & River Trust which will provide the Secretariat.

The Forum will be chaired by the Trust by the Chief Operating Officer, Chief Executive, Chair of Trustees, or a Senior Manager.

Wherever possible, meeting dates will be agreed on a rolling annual cycle. Meeting agendas will be circulated at least 2 weeks in advance of each meeting.

The Forum discussions may include any matter which is relevant to the Users' experience of the waterways subject to the topic appearing on the Agenda for any given meeting.

The Agenda for each meeting will be agreed between the Chair and the Trust Secretariat.

Notes of the Forum meetings will be agreed with the Chair and made available to members and on the Trust website, usually within 15 working days after the meeting.

### 3. Membership.

Membership of the Forum is open to groups with recognised national membership. The current members are:

Association of Waterways Cruising Clubs	Horse Boating Society
BMF Tourism	Inland Waterways Association
Boat Museum Society	National Association of Boat Owners
British Canoeing	National Bargee Travellers Association
British Horse Society	National Community Boat Association
British Marine Federation	National Farmers' Union
British Marine Inland Boating	Ramblers Association
British Marine Inland Boatbuilding	Residential Boat Owners Association
British Rowing	Roving Canal Traders Association
Canal World Forum	Royal Yachting Association
Commercial Boat Operators Association	Sport & Recreation Alliance
Country Land & Business Association	Steam Boat Association of Great Britain
DBA The Barge Association	Sustrans
Electric Boat Association	The Angling Trust
Friends of Gloucester Waterways Museum	The Boating Association
Historic Narrow Boat Club	The Yacht Harbour Association
	Wooden Canal Boat Society

Each group will be represented by the Chair of the organisation or his/her nominated representative. Only one representative may attend for each organisation.

Other groups with recognised national membership may be invited by the Trust to join the Forum from time-to-time. As the work of the Trust develops, new user groups may be formed and become prominent. New channels and methods for communication may be developed in addition to the National Users' Forum to meet the future needs of Users.

### 4. Non-Legal Partnership.

The National User Forum is a voluntary arrangement that exists to promote communication and discussion collaboration between the organisations represented as set out in the purposes above.

The conclusions of any discussion at the Forum will be by agreement and will not be enforceable on any party.

Nothing in this document is intended to create any legally binding relationship among the parties nor a Partnership in law.