

Water Safety Scotland

Terms of Reference

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Name

- The group will be known as Water Safety Scotland (WSS)

Aim

- The aim of Water Safety Scotland is to consider and understand the key risks in Scotland and engage with partners to develop a consistent approach to the prevention of drowning, water related deaths and unintentional injuries in and around water.

Objectives

- Encourage every local council to have a water safety policy and a named person responsible. The policy should include risk assessments and identification of key areas of concern.
- Increase awareness of everyday risks, in, on and around water.
- Provide consistent and uniform messages across Scotland.
- Understand the contribution of certain behaviours that make individuals and groups more at risk, contribute and inform WAID to track accidents and fatalities
- Promote the importance of water safety education and open water swimming lessons for children before they leave school.

Frequency of Meetings

- The group will meet quarterly

Quorum

- There must be a quorum during meetings when making decisions and there should be a minimum of 25% of members attending when making a decision.

Outputs

- Safety publications
- Safety information on Water Safety Scotland website
- Promulgation of safety messages by member organisations
- Provide appropriate input to the National Water Safety Forum

Members

- By invitation and agreement of Water Safety Scotland members.
- New members will be invited along to the meeting however it must be agreed by all current members before they can join the group on a regular basis.

Methods of working

- Formal meetings will be kept to a maximum of four per year.
- The agenda will be formed from;
 - Items submitted by member organisations
 - Matters arising from the minutes of the previous meeting
 - Correspondence received
- The group is currently chaired by the RNLI, however any other representative may propose a change of chair in advance of a meeting of the group, in which case, the matter will be decided by majority vote of the representatives present.
- The Secretariat for the group will be provided by RoSPA
- The Group will have a Chair and Vice Chair who will be elected by the group every 12 months

Communication

- Minutes of each meeting will be circulated electronically by RoSPA.
- All communication should go through watersafetyscotland@rospa.com