

National Standard and instructor qualifications Sounding Board: membership and terms of reference

Membership

Sixteen members of the Sounding Board were appointed for 2018 following an open application process in December 2017 (increased from 10 members after many strong applications were received). Members include Bikeability beneficiaries and providers with a breadth of experience and depth of insight in the following areas: all-ability cycling, primary and secondary schools, driving instruction, The Association of Bikeability Schemes, External Quality Assurance, coaching qualifications, Bikeability commissioning, instructor training, scheme management and Bikeability instruction. Sounding Board membership will last for one year during 2018.

Annabelle	Lewis	St Matthew's Primary School
Blaine	Walsh	Driving Instructor TV
Chris	Johnson	Cycling Scotland
David	Dansky	Cycle Training UK
Greg	Woodford	Avanti Cycling
Ian	Tierney	Cycling Projects - Wheels for All
Jackie	Eason	Cycle Training Cornwall / British Cycling
Joseph	Crane	Parkside Federation Academies
Julie	Fox	Cycle Experience
Kieron	McNab	Outspoken Training
Mark	Wilcox	British Cycling
Michael	Corden	Cycle Confident
Nick	Chamberlin	British Cycling
Robin	Walker	Worcestershire County Council
Tina	Walker	Hertfordshire County Council / independent

Members:

- do not disclose the work of the Sounding Board or the Trust to external parties without prior permission from the Trust
- contribute up to five days of their time in a voluntary and personal capacity during 2018
- attend meetings in Cambridge in March and September
- provide receipts for reimbursement of travel expenses for meeting attendance.

Terms of reference

Registered address: Salisbury House, Station Road, Cambridge CB1 2LA
 Charity registered in England and Wales no: 1171111
 VAT registration number: 268 0103 23



The Bikeability Trust aims to strengthen Bikeability, promote its benefits and maximise its impact. The Trust is contributing to the work of the Department for Transport's Bikeability support contract reviewing the National Standard and reforming instructor training. This work presents opportunities to increase the effectiveness of Bikeability in getting more people cycling, more safely, more often.

Purpose and role of the Sounding Board

Advise the Trust on matters relating to the effectiveness of Bikeability, including the following:

- National Standard and associated guidance
- Instructor training and development.

Provide an opportunity for the Trust to receive structured advice and feedback which reflects the diverse interests, concerns and agendas of Bikeability provider and beneficiary communities.

Offer balanced and holistic perspectives from provider and beneficiary communities on increasing the effectiveness of Bikeability.

Provide a two-way communications channel with the Trust.

Structure and membership

The group is convened by the Director of Effectiveness, reporting to the Chief Executive and Board of Trustees of the Bikeability Trust.

The structure and membership of the group will be reviewed at the end of 2018 to ensure it continues to reflect the Trust's remit and stakeholders.

The group will receive reports on development projects from the Trust or its associates.

Resources

The group will meet twice at the Cambridge office of the Bikeability Trust in March and September 2018. Non-members of the group (e.g. the Trust's associates) may be invited to speak to specific agenda items.

The Director of Effectiveness will chair the meetings, and circulate an agenda in advance. Meeting attendance, agendas and summary minutes will be published on the Trust's website.

The Trust will schedule two-hour meetings around the middle of the day to facilitate travel, provide lunch, and reimburse travel expenses for meeting attendance on the presentation of receipts.

Michael Frearson

December 2017