Dashboard User Group
Terms of Reference

Purpose

To oversee the ongoing development of *Safeguarding Dashboards*.

Membership

The user Group comprises:

- Up to three representatives appointed by each diocese
- Two members appointed by the NST

When making decisions, each diocese has one vote, and the NST has two votes.

A representative from Clearly Simpler attends meetings but does not vote.

Chair

The chair or deputy-chair of the Dashboard Executive Committee will chair the User Group meetings.

Responsibilities

The User Group has the following responsibilities:

- To raise and/or discuss matters relating to the ongoing development of *Safeguarding Dashboards*. This might include:
  - Strategic issues to be considered
  - Suggested changes to the dashboard
  - New features to be developed

- To approve the Terms of Reference of the Dashboard Executive Committee, and to elect eight regional representatives.[1]
- To discuss any increase in the Annual Fee relating to dashboard developments.[2]

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Any changes to these Terms of Reference must be approved by the Dashboard User Group.

Meetings

There are usually three online meetings a year. The dates and agendas will be set by the Dashboard Executive Committee.

To be quorate, representatives from at least ten dioceses must be present.

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[1] Each diocese will have one vote when electing a representative for their own region.

[2] Following a discussion by the User Group, each diocese will have seven days to vote on the proposed increase. The increase will only be implemented if more dioceses vote in favour than vote against.