

Research Committee

Terms of Reference

1. Background

- 1.1. Safe Sport International is an independent, evidence-led global organisation advancing safeguarding in sport through developing standards, connecting the global community, and strengthening organisational safeguards.
- 1.2. The Research Committee provides expert input that strengthens SSI's knowledge mobilisation, standards, influencing, consultancy and events work.

2. Purpose of the Research Committee

- 2.1. To provide a forum for leading researchers in any area connected to safeguarding and safe sport to connect and contribute to advancing safe sport together.
- 2.2. To strengthen partnerships between SSI, universities, research centres and emerging researchers.
- 2.3. To strengthen the visibility, accessibility and practical application of safe sport research globally, including research from underrepresented regions and communities.
- 2.4. To facilitate and encourage opportunities for joint bids, mentoring and collaborative projects.

3. Outputs of the Research Committee

- 3.1. Facilitate inclusive peer discussion sessions where Research Committee members can explore new developments, joint bids, mentoring opportunities, and collaborative working.
- 3.2. Produce or contribute to at least one annual research-informed output identifying research gaps, emerging evidence and/or implications for safe sport policy, standards, learning or practice.
- 3.3. Contribute, as a collective Committee output, to at least two SSI events each year, including conferences or Safe Sport Connect events.
- 3.4. Provide reviews and practical advice for SSI research activity following the [Research Ethics Policy](#).
- 3.5. Review and provide recommendations in response to requests for SSI endorsement of research proposals or projects, with final endorsement subject to SSI's relevant governance and approval processes.



- 3.6. Provide support to the development of SSI learning resources, guidance or standards.
- 3.7. Provide opportunities for collective learning and development for Committee members.

4. Constitution

- 4.1. The SSI Research Committee is a Working Group of Safe Sport International and is accountable to the CEO and SSI Board of Trustees. Its activities operate within SSI's governance framework, while preserving the academic and professional independence of its research advice and recommendations.

5. Membership

5.1. Suitability

- i) Established or senior research expertise in safe sport, safeguarding in sport, or a closely related field, including a strong record of research and publication, or equivalent evidence of significant research contribution.
- ii) The Committee will primarily comprise established or senior researchers, while creating opportunities for mentoring, collaboration and engagement with emerging researchers.
- iii) Active involvement in communities, hubs or research networks relevant to safe sport, safeguarding, athlete welfare or sport integrity, at national, regional or international level.
- iv) Ability to bring academic insight and global perspective while working respectfully with researchers from different disciplines, cultures, regions and lived experiences.
- v) Capacity to participate in meetings, review materials and support agreed outputs within clear role boundaries.
- vi) Commitment to SSI's values, including inclusion, equity, independence, person-centred and trauma-informed practice and global collaboration.

5.2. Committee Size and Representation

- i) The Committee should normally include 16-24 members to allow meaningful discussion, trust-building and practical contribution.
- ii) Members should reflect a broad mix of:
 - (1) Geography, culture, gender, disability, age, and race.
 - (2) Areas of safe sport and safeguarding in sport research, including: athlete welfare and wellbeing; child protection and safeguarding; abuse, harassment, discrimination and violence in sport; trauma-informed and survivor-centred practice; equity, inclusion and human rights; coaching, leadership and organisational culture; governance, integrity and accountability; legal, ethical and regulatory frameworks; athlete voice and advocacy; monitoring, evaluation and implementation; etc.



- iii) Representation will be reviewed regularly to ensure the Committee remains relevant, inclusive and aligned with SSI's global mission.

5.3. Recruitment and Appointment

- i) Advertising and recruitment for new members shall follow the SSI Safer Recruitment Policy.
- ii) Prospective members will be interviewed by the Research Committee Chair or nominated representative, provide a suitable reference, and agree to the SSI Volunteer Agreement and SSI Code of Conduct.
- iii) Members are appointed by SSI, following recommendation by the Research Committee Chair and approval by CEO.
- iv) Membership is unpaid, though agreed expenses may be reimbursed in line with SSI Expenses Policy.

5.4. Term of Appointment

- i) Appointments are for an initial term of two years, renewable on an ongoing basis by mutual agreement.
- ii) SSI may end membership where a member is unable to regularly contribute to the work of the Committee, has a material conflict of interest, or acts in a way inconsistent with SSI's values or SSI Code of Conduct.

6. Meetings

6.1. Chairperson

- i) Meetings will be chaired by the Research Committee Chair or their nominated representative.
- ii) The Research Committee Chair will be elected by the members of the Committee from within the Committee. The CEO will co-ordinate this process for the Committee.
- iii) The Chair will normally serve an initial term of three years, to be reviewed after 2 years. The Chair may stand for re-election for further term(s).
- iv) Rotation of the Chair role can support shared leadership, continuity and opportunities for wider member participation.
- v) Vice-Chair(s) may be elected from the Committee membership to provide continuity, share the workload, deputise for the Chair when needed, and support succession planning.

6.2. Frequency of Meetings

- i) Meetings shall normally be held four to six times each year using Teams.
- ii) Meetings will normally be held in English. Reasonable adjustments can be made to meet individual language needs.



- iii) Meeting dates and times will be circulated at the start of each year and will be rotated through time zones as appropriate.
- iv) Agendas will be prepared by the Chair or their nominated representative and circulated not less than 48 hours in advance of meetings.
- v) Additional meetings may be arranged for members to work on specific tasks or projects.

6.3. Record Keeping

- i) Meeting notes that include decisions taken and actions agreed to will be taken by a designated Committee member and posted in Teams following meetings.
- ii) Microsoft Copilot may be used to assist in the preparation of meeting notes.

6.4. Decision Making

- i) The decision-making quorum is 1/3 the total number of Committee members (rounded up).
- ii) Decisions shall usually be taken by a simple majority vote at online or in-person meetings or by email.
- iii) Members should declare any conflicts of interest at the appropriate time and remove themselves from any decision making on that matter.

6.5. Meeting Attendance and Contribution

- i) Members are expected to attend meetings and contribute to Committee activities.
- ii) If member misses three consecutive meetings without explanation or demonstrates limited engagement with Committee activities, the Chair will discuss with the member whether continued membership remains appropriate.

7. Representation

7.1. The Chair of the Research Committee or their nominated representative shall represent the Committee as a member of the SSI Advisory Council.

8. Resources

8.1. Funding:

- i) Where possible SSI will provide a small annual operating budget to the Committee.
- ii) The Research Committee Chair will manage any budget with oversight from the CEO.
- iii) The CEO will support the Committee when seeking external funding for projects or initiatives.

8.2. File Storage:

- i) The Research Committee will have a dedicated communication and file storage area in SSI Microsoft Teams.



- ii) Current members will be able to access the Research Committee area in Microsoft Teams using an email address provided by each member.

9. Dissolution

- 9.1. The SSI Research Committee may be dissolved by the SSI Trustee Board following discussion with Committee members and under any one of the following circumstances:
- i) A decision has been taken at a meeting of the SSI Research Committee to cease its activities.
 - ii) No members come forward to convene the Committee.
 - iii) The Committee materially failed to operate in accordance with these Terms of Reference.



VERSION CONTROL

Date	Version	Changes since previous version
June 2025	V1	Initial version created by the Research Committee, approved by the SSI Trustee Board 29 September 2025.
August 2026	V2	Updates to purpose, outputs, membership, meetings, chair appointment. Reformatting to align with SSI rebranding.