

## **UKEOF Citizen Science Working Group - Terms of Reference**

**Updated April 2014**

### **Purpose**

The aim of the UK Environmental Observation Framework (UKEOF) Citizen Science Working Group is to provide a forum where member organisations ('partners') can share good practice and discuss future needs and plans for using volunteers to provide environmental observation data. This will enable the sector to take a coherent and mutually beneficial approach, and will include identifying areas where UKEOF could potentially best add value.

The Citizen Science Working Group recognises the role that the UKEOF Citizen Science Steering Group had in maximising the benefit to partners of the 'Understanding Citizen Science and Environmental Monitoring' contract. The success of this collaboration provides a strong foundation for the work of the UKEOF Citizen Science Working Group to build on and further strengthen.

### **Terms of Reference**

The terms of reference of the UKEOF Citizen Science Working group are to:

- Provide advice and recommendations on citizen science related matters to the UKEOF Management Group;
- Monitor feedback on the 2012 Guide to Citizen Science and supporting report, identify gaps and potential developments;
- Consider how best to add value to on-going work, by drawing on the expertise of the group and identifying areas where UKEOF could potentially best add value;
- Consider the potential for greater collaboration between partners on citizen science activities;
- Consider and promote the potential for co-funding of research and other citizen science activities.

The UKEOF Citizen Science Working Group will meet twice a year and communicate regularly by telephone conference. It will report to each meeting of the UKEOF Management Group and to members' organisations where appropriate.

UKEOF will provide the secretariat for this group for one year initially, with a review after 12 months to ensure continued benefit to UKEOF. The secretariat will be responsible for reporting to the Management Group.

## **Responsibilities**

By joining the Working Group, members agree to:

- Use the Terms of Reference to guide the activities of the Working Group;
- Input into the development and implementation of a deliverable Work Plan;
- Work towards completion of the agreed activities within the allocated timescales, including taking on the role of Working group Lead as needed;
- Promote awareness of the activities of the Working Group within their organisation, and externally when appropriate.
- Attend and participate in face-to-face and teleconference meetings of the Working group, or nominate and brief a representative;
- Use the Working Group as a forum to share information about planned and potential citizen science activities, and facilitate this exchange by circulating information in advance of each meeting.

## **Membership**

Chair: Rob Grew, Environment Agency

Secretariat: UKEOF Secretariat; key contact: [office@ukeof.org.uk](mailto:office@ukeof.org.uk)

## **Members:**

Department for Environment, Food and Rural Affairs	Natural Environment Research Council – British Geological Survey
Environment Agency	Natural Environment Research Council - Centre for Ecology and Hydrology
Forestry Commission / Forest Research	Natural Resources Wales
Joint Nature Conservation Committee	Scottish Environment Protection Agency
Marine Biological Association	Scottish Natural Heritage
Met Office	UKEOF
Natural England	University of Reading