



Forest Economic Partnership (FEP)

Vision

In 2050 the Forest of Dean is an attractive, vibrant and dynamic destination to live, work and do business.

Mission

To deliver a thriving economy in the Forest of Dean by connecting business, education, public sector, people, ideas and resources.

Terms of Reference 2022

- Create a bold vision to deliver sustainable economic growth in the Forest to 2050.
- Contribute towards informing countywide plan/policy making and to provide evidence for funding application work.
- Contribute to other strategic and local strategy work that aligns with FEP vision.
- Implement project activity to deliver the FEP vision.
- Prioritise support for specific economic sectors in the Forest eg. Advanced engineering, manufacturing, transport, construction, agri-tech, research & development and tourism.
- Connect businesses with Gfirst LEP and the Gloucestershire Growth Hub Network.
- Connect businesses with Forest High Schools/Academies, Gloucestershire College & Hartpury College & University (and other training providers) to their employer training programmes and apprenticeship schemes.
- Agree a Communication Strategy with key messages to support a proactive approach and to help plan FEP and stakeholder resources for all press/media/web/social media communications.
- Agree and monitor baseline economic indicators.

Governance

FEP is a Community Interest Company. This consists of an Executive Board that has a mix of Executive and Non-Executive roles to guide the work of FEP. The Board will report to the Stakeholder Group which as an open forum will remain as the decision-making body.

The Stakeholder Group as the decision making body will continue to meet on a quarterly basis, or more frequently if there are urgent matters to be discussed. The Sub-Groups to meet as and when required and to report back to the quarterly Stakeholder Group meeting. The three themed Sub-Groups which meet in closed session will report to the Stakeholder Group.

Chair/Vice-Chair

It is recommended that the following people retain their Chair and Vice-Chair roles in 2022:

- Chair – Neill Ricketts
- Vice-Chair – Cllr Bernie O’Neill

Sub-Groups

Each Sub-Group nominates a lead member to be responsible for coordinating meetings, communicating with other members and providing feedback to the Partnership. In 2022 the following Sub-Groups are proposed:

- Education and Skills
- Transport, Infrastructure, Bridges & Borders
- Digital Connectivity

Stakeholder Meetings

Quoracy – 4 members as a minimum are needed to hold a quorate meeting.	
Decision making responsibilities:	<ul style="list-style-type: none">● Ability for Vice-Chair to stand-in Chair should the Chair not be able to attend the meeting.● Agree the Forest Economic Partnership vision & mission.● Agree content of contributions to any other draft Strategy document that aligns with FEP vision.● Oversight of FEP’s Communication Strategy, 2022 Key Messages and any marketing campaigns.● Oversight of FEP’s expenditure against secured grant or sponsorship funding.● Agree to share economic baseline data.
Voting procedures:	<ul style="list-style-type: none">● Decisions of the <i>Forest Economic Partnership Stakeholder Group</i> are intended to be made by consensus. Where consensus cannot be reached after a reasonable amount of discussion (which shall be determined at the Chair’s discretion) then a vote may be requested by any Member to resolve the matter.● Each Stakeholder Group Member shall have one vote (one vote per organisation).● If a vote is held, it shall be carried by a majority of those present and entitled to vote.● Voting shall be by show of hands.● If there is a deadlock, then the Chair will have a casting vote.● Urgent matters to be agreed by email, by exception and with unanimity.

Attendance:	For meetings with less than four members (including the Chair) the Chair will need to consider the benefits of continuing the meeting.
Meeting notes & action tracker:	FoDDC to prepare & circulate
Circulation of notes & action tracker:	Stakeholder Meeting - Forest Economic Partnership Stakeholders CIC Board Meetings - Available on request Subgroup Meetings - Attendees
Frequency of meetings	Meetings will be held 4 times a year or as requested by the chair.
Meeting location:	Various venues(See Below)
Meeting times:	TBC
Status of meetings:	Stakeholder Group - Open Sub-Group – Closed

Date: 22.02.22

Review Date: 22.02.23