



FOREST

ECONOMIC PARTNERSHIP

Delivering a thriving economy

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 2019

- Create a bold vision to deliver sustainable economic growth in the Forest to 2050.
- Contribute towards the Gloucestershire Industrial Strategy to inform 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, construction 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.
- Continue to exploit the opportunity of the Severn Bridge Toll removal and collaborate to develop a proactive inward investment marketing campaign.
- Agree key messages and co-ordinate all press/media/web/social media communications.
- Agree and monitor baseline economic indicators.
- Establish a Community Interest Company limited by guarantee to enable FEP to be a legally constituted organisation. Undertake an annual review of governance arrangements.

Governance

A Community Interest Company is proposed to consist of an Executive Board that will have a mix of Executive and Non-Executive roles to guide the work of FEP. The Board will report to the Stakeholder Group which will remain as the decision-making body. The four themes Sub-Groups will report to the Stakeholder Group. 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.

Chair/Vice-Chair

Until CIC formation, it is recommended that the following people retain their Chair and Vice-Chair roles in 2019

- Chair – Andrew Callard
- Vice-Chair – Cllr Richard Leppington

Sub-Groups

Each Sub-Group to nominate a lead member to be responsible for co-ordinating meetings, communicating with other members and providing feedback to the Partnership. In 2019 the following Sub-Groups are proposed:

- Education and skills
- Transport & infrastructure
- Digital connectivity
- Bridges & Borders

Stakeholder Group Membership (see attached appendix)

Quoracy – 4 members as a minimum are needed to hold a quorate meeting.	
Decision making responsibilities:	<ul style="list-style-type: none">• Stakeholder Group to agree CIC memorandum of understanding• Stakeholder Group to receive recommendations for action and decision-making from CIC Executive Board• 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 the Gloucestershire Industrial Strategy and any other draft Strategy document that aligns with FEP vision.• Agree scope & content for any marketing campaigns.• Approve expenditure against secured grant or sponsorship funding.• Agree to share economic baseline data.• Agree key messages/ all press releases/publications

Voting procedures:

- Decisions of the *Forest Economic Partnership Stakeholder Group* 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 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:	Forest Economic Partnership Board members, Mark Harper MP (Electronic)
Frequency of meetings	Meeting will be held 4 times a year or as requested by the chair.
Meeting location:	Various venues (see below)
Meeting times:	9.30 on 25 March – Main Place, Coleford 9.30 on 11 June – Vantage Point Business Park 9.30 on 11 September – Lydney Town Hall 9.30 on 11 December – Gloucestershire College Forest of Dean Campus
Status of meetings:	Stakeholder Group - Open Sub-Group – Closed

Date: 22.03.19

Review Date: Proposed annual review

Appendix – Stakeholder Group Membership

Organisations:
Forest of Dean District Council Leader, Cabinet portfolio holders, Chair of Scrutiny Committee.
Coleford, Cinderford, Lydney, Newent Town Councils, Parish Councils.
Cinderford Regeneration Board (Chair)
West Dean & Coleford Regeneration Board (Chair)
Lydney Coastal Community Team (Chair)
Gloucestershire County Council
Gloucestershire Local Enterprise Partnership
Gloucestershire/Forest Growth Hub Network
Forest of Dean Entrepreneurs
Two Rivers Housing Association
University of Gloucestershire
Gloucestershire College
Hartpury College & University
Stroud & South Gloucestershire College
Academy/High School representatives
Federation of Small Businesses
Association of Gloucestershire Business Groups
CAP Business Clubs
Business in the Community
Wye Valley & Forest of Dean Tourism
Dean Forest Railway
Network Rail
Bus operators
Broadband & Mobile Phone operators
Gloucestershire NHS Hospital Trust
Forest Voluntary Action Forum
Forest Routes
Ruspidge & Soudley Parish Council
Awre Parish Council
EEF
Monmouthshire County Council/Monmouth Business Enterprise
Stroud District Council
South West Chamber of Commerce
Gloucestershire Libraries/Innovation Lab
FRED
Tidenham Parish Council

Gloucestershire Wildlife Trust

Mitcheldean Parish Council

The Forestry Commission

Environment Agency

Business West

Gloucestershire Rural Community Council

Private sector businesses:

SPP Pumps, Versarien, Bruton Knowles, Tayntons Solicitors, Real Life Coaching, Aunt Martha's, Sustain You, Aimed Business, Business & Innovation Magazine, SWAC, Osborne Mediation, Cindherhill Farm, Forest Traders, Grail Engineering, Greenshaw Learning Trust, Blue Signage, Orchard Associates, Dean Garage Doors, Health Resolutions, Career Voyage, The Resilience Centre, Platinum Travel, BASF, Bridge Care First Aid Training, Enjoy Learning Ltd, Wildin & Co, Richard Read Transport Ltd, i-lateral Web Technology, Tarmac, JD Norman, KF Systems, Forest Holidays, Leap HR Services, Nutrition Group+, Hafren, RIC International, Alder Holly Training Ltd, Mabey Bridge, Aesir Services Ltd, KW Bell Group, Hillside Brewery, Developing you, Fleet Law, Bee Green, The Community Works, Nick Penny Event Services
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