

# **Cotswold Edge and Severn Vale Tourism Network**

## **DRAFT Constitution** V 2 June 2017

### **Network Aims**

- To provide a focus for all tourism related organisations in the defined area (see attached map).
- To create a specific marketable tourism product for the area with joined up support and reach to new markets.
- To broaden the range of opportunities for tourist businesses to attract more visitors to the area and extend both the visitor season and the category of visitor (with special focus on export potential of incoming foreign currency).

### **Network Objectives**

- To develop a Tourism Strategy and Action Plan which shall identify its role, purpose and key activities.
- To provide a voice for local businesses and organisations in the wider tourism forums, to work together to lobby for investment and improvements (e.g. circular hop on hop off transport links) and provide a co-ordinated response on key issues affecting tourism (e.g. Stroud Local Plan and other relevant plans/policies).
- To co-ordinate and drive awareness about the myriad of opportunities for visitors and promote the economic benefits of tourism.
- To work in partnership to develop integrated and co-ordinated packages to enhance the visitor experience, extend the season and keep them here longer.
- To promote and support opportunities for training and high level skills development across the tourism industry to enhance the quality of the visitor experience.
- To provide a forum for tourism businesses to share information and expertise to drive business confidence and investment.
- To collect data and information to support the development of tourism in the defined area through T-Stats and other mechanisms.
- To invite representatives from relevant organisations, who will help to promote and advance the aims of the Network, to attend meetings.

### **Network Membership**

- The Network is an informal structure, organised by the host organisation, Dursley Town Council, which provides admin and support to arrange meetings.
- It is open to any individual or organisation with an interest in tourism, based in or operating in the defined geographical area outlined in the attached map.
- Each organisation may send up to 2 representatives to meetings.
- All members shall have equal voting rights and a quorum shall be 12 members.
- The Network will appoint a Chairman from amongst its members and may appoint a Vice Chairman as required. The role of the Chairman will be to oversee and chair meetings, define the agenda and ensure actions are followed up as necessary.
- The Network Steering Group, shall have a minimum of 7 members, including the Chairman, who shall be broadly representative of the overall membership of the Tourism Network. The group will review its membership from time to time.
- All members of the Network Steering Group shall have equal voting rights and a quorum shall be 3 members.
- The Network Steering Group will coordinate activities to progress the Strategy and Action Plan and establish sub groups to undertake specific projects (such as gathering and collating information from Members and other organisations).
- The host organisation arrangements will be reviewed after 6 months.
- All members commit to working together on the Tourism Strategy, its aims and objectives.

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### Network Meetings

- The Network will meet **4** times a year, although additional meetings may be called to consider urgent agenda items.
- The Network Steering Group and any sub groups reporting directly to it, will meet as and when required.
- The host organisation will prepare for and notify members of each meeting and will report back in the form of minutes and reports.
- Venues for meetings will be provided by Network members wherever possible.
- Decisions of all of these groups shall be agreed by a simple majority of those present.
- The Network Steering Group will present a report on progress at each Network meeting.

Appendix 1 – Map of Cotswold Edge and Severn Vale Tourism Network boundaries

Appendix 2 - Membership – Name of organisations and representatives at first Network meeting when Constitution agreed: