

Squamish Economic Partner Forum

Terms of Reference

Intention: To engage in collaborative planning and the implementation of Economic Development plans, strategies and actions, in line with the 2019-2022 Council Strategic Plan goals.

The focus will include:

- generating a net increase of employment lands and space in pace with terrestrial and marine needs by 2022;
- increasing the number of local jobs per capita, year over year by 2022;
- increasing the concentration of priority target sector firms, year over year by 2022;
- supporting the District's climate targets; to reduce community green-house gases by 45% by 2030, 65% by 2040 and 100% by 2050, in order to limit global warming to 1.5°C as per the Intergovernmental Panel on Climate Change; and
- to ensure alignment and support for other areas of the strategic plan.

The Economic Partner Forum will provide a collaborative framework to share expertise, knowledge and resources in an effort to fulfill on economic development strategies, plans and actions. The group, through research and data insight exchange, will help inform new, and build on existing, strategies and action plans. The Economic Partner Forum will be integral to and aligned with the District's annual planning cycle, identifying areas for District action, collaboration between partners, and actions to be led by partner organizations. The group will also support the Economic Leadership Team's understanding of the local business climate, and associated opportunities and challenges.

Commitment

The extent and type of work will vary depending on group composition, and the discretion of member organizations. At a minimum, the group will convene two times per year aligned to budgetary planning cycles. The term is ongoing.

The Economic Partner Forum is a voluntary team. Members, however, are asked to commit to a minimum one-year term. Should a member organization wish to resign, one-months' notice is requested, advising the Economic Development Officer should the need arise.

Group Size & Composition

- The composition of the Economic Partner Forum is to be representative, comprised of partners with a vested interest in advancing Council strategic goals.
- Group composition may include senior staff members from associations, education, other levels of government and ecosystem building organizations.

- The team will consist of up to 10 members from partner organizations, including public and private sectors and not-for-profit organizations.
- The District's Economic Development Officer will participate in the group with up to (two) additional staff members.
- The group's chair will be appointed upon formation of the group and consist of a voting member from the group.

Member Identification

- The District of Squamish will invite partners to participate in the Economic Partner Forum.
- Invitations will be based on the organization's ability to inform, support, and influence positive economic development outcomes locally.
- Staff will recommend members to the District's Chief Administrative Officer, who will have final approval in appointing members to the group. The Chief Administrative Officer will also have powers to remove members from the committee should the need arise.

Description of Role

- **To inform and share economic development-related insights for strategic planning purposes:** The group will help inform strategies and actions through member organization expertise, research and data, etc. in order to support strategic goals related to firm growth, employment, business climate, and supporting infrastructure.
- **To align organizational plans and actions, and identify collaborative opportunities:** The team, aligned to the annual planning cycles of the District and its respective partners, will identify actions required to support strategic goals and illuminate duplication of effort where possible. This process will support annual budgetary planning for the District's Economic Development department.