



## Terms of Reference

The England Executive Board (EEB)'s primary role is to provide collective leadership for the Forestry Commission in England.

The EEB is chaired by Director England. The other members are Director Finance, the Director and a second senior official from Forest Services, the Chief Executive and Director of Operations for Forest Enterprise England, and the Head of Human Resources for England. A representative from the Defra Group Communications team also attends the Board.

The EEB is responsible for:

1. agreeing corporate and financial plans to deliver the objectives set and implement the decisions made by Ministers and the England National Committee (ENC);
2. supporting the delivery of these plans by the bodies to which delivery has been delegated – the Forest Services Management Board and the Forest Enterprise Strategy Board; and
3. providing collective leadership and co-ordinated management of the Forestry Commission in England, in particular by supporting Director England in:
  - ensuring FCE's compliance with its Framework Document;
  - ensuring FCE fulfils its responsibilities to Ministers, ENC and the Defra Group;
  - overseeing England's role in the transition to a new FC operating model;
  - providing leadership to the whole of FCE in living by the Forestry Commission values;
  - protecting the reputation of FCE, managing any key risks which require action at FCE level, and implementing related decisions of the FCE Audit and Risk Assurance Committee; and
  - dealing with any other matters which require decision, resolution, or co-ordinated action at an FCE level.

The EEB is supported by the Director's Office. Meeting papers and minutes are published regularly on the Forestry Commission website in line with Open Information best practise. Where appropriate, decisions will normally be communicated to staff through Director England and/or Chief Executive FE and Director FS.