

# Hospitality and Tourism Forum

## Terms of Reference

### **Purpose and Objectives**

The objective of establishing the Hospitality and Tourism Forum is to provide a platform for a structured engagement between these sectors and relevant Government Departments. Its purpose is to allow key issues of relevance to the sectors to be discussed, with a view to identifying practical actions which could be taken by government (national or local), or by industry itself, to support the sectors. The Forum should be interactive, participative and solutions-focused.

### **Membership**

Representatives from the Hospitality and Tourism sectors will include:

- Irish Hotels Federation (IHF)
- Restaurants Association of Ireland (RAI)
- Vintners Federation of Ireland (VFI)
- Licenced Vintners Association (LVA)
- Drinks Ireland
- Association of Irish Professional Conference Organisers (AIPCO)
- B&B Ireland
- Event Industry Ireland
- Irish Self Catering Federation (ISCF)
- Irish Tourism Industry Confederation (ITIC)
- Incoming Tour Operators Association (ITOA)
- Coach Tourism & Transport Council of Ireland (CTTC)
- Association for the Visitor Experience and Attractions (AVEA)
- ICTU

The following public sector bodies and Agencies will be represented on the Forum:

- Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media
- Department of Enterprise, Trade and Employment
- Fáilte Ireland
- Tourism Ireland

Every effort will be made to ensure a broad representation from the sectors on the Forum. Additional practitioners and/or Departments and Offices may be invited to attend meetings of the Forum from time to time, where they have a particular expertise or interest in an area under discussion.

Membership of the Forum shall be on a voluntary basis. Any costs incurred by members in the activities of the Forum shall be borne by the members or their parent organisations.

### **Chair and Secretariat**

The Forum will be co-chaired by the Minister for Enterprise, Trade and Employment and the Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media. The Secretariat will be provided by the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media.

### **Frequency of meetings**

It is envisaged that the Forum will meet four times each year, but may convene more frequently by agreement.

### **Thematic approach**

The Forum will consider issues of relevance to the Hospitality and Tourism sector on a thematic basis.

In order to encourage openness and the sharing of information, the work of the Forum shall be subject to Chatham House Rule with regard to the non-attribution of views or information received in the course of the Forum's work and meetings.

### **Review**

The functions and operations of the Forum will be reviewed after 12 months.

October 2020