

- e. Develop strong international links with a range of stakeholders (particularly research performing organisations), raising the profile of the responsible research metrics agenda globally.
5. It is not within the Forum's remit to enforce the responsible use of metrics within the sector. The Forum will not be involved with the decision-making process of individual investigations, instead to deliver on the terms of reference the Forum will need to:
 - a. Gain the support of senior sector leaders and managers, within HEIs and among research funders, to commit to making real and meaningful progress on the responsible metrics agenda across the breadth of the UK research base.
 - b. Work as consensually and consultatively as possible in support of the responsible metrics agenda, drawing together a wide group of stakeholders as appropriate to build support.
 - c. Be connected to, and mindful of, existing work programmes in this area, formalising links to ongoing agendas and adapting its objectives and membership as appropriate.
 - d. Operate openly and transparently, where possible.
6. The objectives of the Forum will be flexible to take account of the fast-changing nature of the metrics landscape and the work being undertaken by others. It is proposed that good links could be maintained with other relevant groups through regular information sharing and common membership. This will help to identify areas of specific relevance to research metrics and the responsible metrics agenda and to provide advice, expertise and other input as appropriate.
7. The Forum is a sector-owned group. Forum Membership represents the following stakeholders: research funders (UK Research and Innovation (UKRI))

16. The Chair is responsible for steering the Forum, for setting the agenda (in collaboration with the secretariat), and for final sign off on Forum publications and reports.
17. Secretariat support will be provided by Research England, UKRI. The secretariat is responsible for scheduling meetings, taking meeting notes, working with the Chair to set meeting agendas, and in some instances supporting the implementation of workstreams. The terms of appointment for the secretariat shall follow the same process as other Forum members (outlined in paragraph 12), with Research England being responsible for developing and delivering any succession plan.
18. The Forum will meet a minimum of twice per calendar year. This will be face-to-face by default and occasional teleconference meetings may be arranged.
19. Individual workstreams as determined by the group may include the formation of sub-groups of the Forum. This may include meetings outside of the twice-annual meetings. Where a workstream meets outside of the Forum

