

## TERMS OF REFERENCE FOR THE ECONOMIC ADVISORY GROUP

### 1. Introduction

1.1. The Economic Advisory Group (EAG) has a vital role in supporting the Growth Deal and economic growth across the mid Wales region. The role of the EAG is to provide advice to the Growth Deal Board (Joint Committee) on the Growth Deal Portfolio and its constituent Programmes and Projects that emerge as it develops. Its role is to provide strategic advice and input on ensuring that private sector needs and investment leverage potential are considered when making decisions about funding allocations. The role of the EAG is advisory and an essential part of progressing the Growth Deal for Mid Wales.

1.2. The main objectives of the EAG will be to:

- Provide a business voice on the Growth Deal to the GMW Board.
- Champion the Growth Deal at a strategic level reflecting the need for investment in the Mid Wales economy.
- Provide business experience and expertise to assist the Board to make funding decisions about emerging programmes and projects.
- To positively promote the Growth Deal within the Mid Wales Business Community.

### 2. Responsibilities of the EAG

2.1. The key role of the EAG is to provide a business sector view on the Growth Deal and in particular the programmes and projects that emerge during its lifetime.

2.2. The EAG will use the Portfolio Business Case, that has been developed over the last two years, as a basis for assessing the investment needs of the emerging programmes and projects.

### 3. Membership of the EAG

3.1. The EAG members will be from the private sector, and will include representatives from the Powys and Ceredigion areas.

3.2. The Leaders for Powys and Ceredigion will appoint EAG members based on criteria which will include experience and knowledge of the region's needs, leadership qualities and business experience.

3.3. The Chief Executive Officer of each Authority or their nominated representative shall be entitled to attend meetings of the EAG as an adviser or an observer.

3.4. All EAG members will usually serve a 2-year term at the end of which they may end their term or seek reaffirmation by standing for re-nomination.

- 3.5. The EAG will consist of no more than six members. The membership will be drawn from business leaders both within and outside Mid Wales, however, all members will have a knowledge and interest in the growth of the Mid Wales economy.

#### **4. EAG Leadership**

- 4.1. As EAG members will have considerable collective leadership experience and knowledge, the panel will not require a Chair or Vice Chair.
- 4.2. The EAG will be made up of no more than 6 members and will report on a regular basis directly to the Leaders and/or SRO's/Chief Executives of the local authorities representing the region.
- 4.3. A representative from the EAG will be invited to attend Board meetings on a rotating basis subject to EAG member availability.

#### **5. EAG Meetings**

- 5.1. The EAG will meet a minimum of 4 times per year or more frequently depending on the development of the Growth Deals programmes and projects. Meetings may be facilitated from time to time to assist with information sharing, debate and collective conclusions with facilitation being provided by the GMW team.
- 5.2. It is expected that the EAG will provide a collective view on the information presented for comment but if there is a divergence of view it is important that this is communicated in the feedback provided to the Board.
- 5.3. If any EAG member develops a personal, business or financial interest in any of the programs and/or projects that form part of the Growth Deal they will immediately step down as an EAG representative and will take no further part in the role of the EAG. It will be for EAG Members to declare any interest at the earliest opportunity.
- 5.4. EAG members will be expected to conduct themselves in accordance with the 'seven principles of public life' (known as the Nolan Principles). These principles are set out at the end of this Terms of Reference.
- 5.5. Subgroups may be used to consider matters in depth or particular pieces of work. These subgroups may contain membership from both the EAG and other groups.
- 5.6. Minutes will be distributed by e-mail as soon after the meeting as possible for comment and will include a record of decisions, actions and discussions.
- 5.7. Secretariat will be provided by Powys County Council. The Welsh and English Languages will have equal status, and the EAG will work to the Welsh Language standards set out in this Inter Authority Agreement.

- 5.8. For EAG meetings, four members attending a meeting will make the meeting guidance they provide. If, in the course of the ESG's business, members are quorate.
- 5.9. Travelling expenses/subsistence will be paid at the local authority rate for attendance at EAG meetings but no other payment or reimbursement will be made.

## **6. Communication**

- 6.1. The views of the EAG will be communicated to others, including Welsh Government and UK Government, and will also be included in reports to the Board and will subsequently be made public. No attribution will be given to any specific member of the EAG.
- 6.2. The Board may, from time to time, issue communications with businesses in the region on the development of the Growth Deal which may include the views expressed by the EAG. In such circumstances a draft press release will be circulated to EAG Members to ensure any reference made to the EAG's comments are accurate before being released.

### **EAG Code of Conduct**

Members of the EAG are required to declare any personal or financial interests in any of the business of the EAG meeting at the commencement of meetings.

The EAG members will be expected to conduct themselves in accordance with the "seven principles of public life" set out by the Committee Standards in Public Life (the Nolan Committee) these are:

#### **Selflessness**

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their families or their friends.

#### **Integrity**

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

#### **Objectivity**

In carrying out public business, including making public appointments, awarding contracts or recommending individuals for awards and benefits, holders of public office should make choices on merit.

#### **Accountability**

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to whatever scrutiny is appropriate to their office.

#### **Openness**

Holders of public office should be as open as possible about all the decisions and

actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

**Honesty**

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

**Leadership**

Holders of public office should promote and support these principles by leadership and example.