

Complete Agenda



north wales economic ambition board
bwrdd uchelgais economaidd gogledd cymru



Meeting

NORTH WALES ECONOMIC AMBITION BOARD

Date and Time

3.00 pm, FRIDAY, 1ST FEBRUARY, 2019

Location

Siambr Hywel Dda - Gwynedd Council Offices, Caernarfon, LL55 1SH

Contact Point

Eirian Roberts

01286 679018

eirianroberts3@gwynedd.llyw.cymru

(DISTRIBUTED 25/01/19)

NORTH WALES ECONOMIC AMBITION BOARD

MEMBERSHIP OF THE JOINT COMMITTEE

Voting Members

Councillors

Hugh Evans	Denbighshire County Council
Llinos Medi Huws	Isle of Anglesey County Council
Gareth Jones	Conwy County Borough Council
Mark Pritchard	Wrexham Council
Aaron Shotton	Flintshire County Council
Dyfrig L. Siencyn	Gwynedd Council

Advisers - Non-voting

Dafydd Evans	Grwp Llandrillo Menai
Maria Hinfelaar	Glyndwr University
Bryn Jones	Bangor University
David Jones	Coleg Cambria
Ashley Rogers	North Wales and Mersey Dee Business Council
Jim Jones	North Wales and Mersey Dee Business Council

Chief Officers - Non-voting

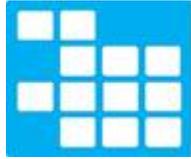
Dr Gwynne Jones	Isle of Anglesey County Council
Iwan Davies	Conwy Council
Colin Everett	Flintshire Council
Judith Greenhalgh	Denbighshire County Council
Ian Bancroft	Wrexham Council
Dilwyn Williams	Gwynedd Council

Officers in Attendance

Dafydd L. Edwards	Section 151 Officer
Iwan Trefor Jones	Board Lead Director
Iwan G. Evans	Monitoring Officer

A G E N D A

- 1. ELECT A CHAIR FOR 2019/20**
- 2. ELECT A VICE-CHAIR FOR 2019/20**
- 3. WELCOME AND APOLOGIES**
- 4. DECLARATION OF PERSONAL INTEREST**
- 5. URGENT BUSINESS**
- 6. INITIAL WORK PROGRAMME FOR THE EAB AND FUTURE 4 - 17
MEETING ARRANGEMENTS**



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REPORT TO THE NORTH WALES ECONOMIC AMBITION BOARD

February 1st 2019

Title: Initial Work Programme for the EAB and future meeting arrangements
Author: Iwan Trefor Jones, Lead Director

1. Purpose of the Report

The purpose of the report is to propose a high level work programme for the Economic Ambition Board for the next 6-9 months. The report will also recommend a timetable of meetings for the Board.

2. Decision Sought

To agree the proposed high level work programme for the Economic Ambition Board for the next 6-9 months.

To agree a timetable of meetings for the Economic Ambition Board until the end of the calendar year.

3. Reasons for the Decision

It is crucial that the newly formed Economic Ambition Board has a clear work programme to guide key activity over the next 6-9 months. This will allow the Board to commission the Executive Support Group with a bespoke work plan in order to co-ordinate the delivery of the Growth Vision. This will ensure that there is an agreed direction to the activities of the Executive Support Group, with clear milestones and timelines, which will help in managing expectations.

4 Background and Relevant Considerations

A first stage Governance Agreement to formalise the constitutional arrangements for the North Wales Economic Ambition Board was approved by all partners in June and July 2018.

This agreement defined the purpose of the Board as follows

- To co-ordinate the planning and delivery of the Growth Vision, with an initial emphasis on the Growth Deal;
- To provide direction for key strategies in support of the above, In particular transport, skills and employment, economic development and land use planning;
- To unite partners around common purpose in support of the planning and delivery of the Growth Vision and the Growth Deal;
- To provide direction to any Sub-Boards that the Joint Committee chooses to appoint including the commissioning of specific tasks or projects;
- Proposing projects that could be undertaken as part of the Growth Deal;
- Deliberating on such projects to assess whether further due diligence is warranted and reaching agreement on the costs that should be incurred undertaking further appraisal work;
- Agreeing a pro-forma Implementation Plan that will set out the process for agreeing and prioritising projects that will be taken forward pursuant to the Growth Deal;
- Preparing a draft Business Plan in accordance with clause 7 (Business Plan)
- Overseeing and co-ordinating the discharge of the Council's preparatory obligations in relation to the Growth Deal
- To take all necessary decisions to pursue the aims and objectives of the Growth Vision;
- To carry out the functions set out in Schedule 2 (Joint Committee Terms of Reference) in the Governance Agreement.

Terms and Reference and Membership of the Board – as set out in the Governance Agreement – is set out in Appendix 1.

The Proposition Document, which set out a package of bold measures and interventions to deliver sustainable and inclusive economic growth in North Wales, was approved by all partners in September and October 2018. This document identified 16 projects to be funded through the Growth Deal, with details on costs, outcomes and timeline for delivery included. The total sum that was targeted from the Growth Deal was £334m of capital funding and £8m of revenue funding.

The UK Government confirmed an allocation of £120 million for the Growth Deal in the Chancellor's Budget, held on the 29th of October, 2018. Confirmation was received from the Welsh Government that they would match this sum on the 21st of December, 2018. This meant that a budget of £240 million is now in place to deliver projects within the Growth Deal.

The next stage of the Growth Deal process, following the announcements by both Governments, is to agree Heads of Terms, and this will need to be achieved by May or June 2019.

Given the tight timescales, and the need to drive forward other key priorities apart from the Heads of Terms, a high level work programme is proposed, which includes 10 work packages which are listed below;

- Heads of Terms
- Governance
- Finance
- Programme Office
- Commissioned Strategies and Projects
- Legal and Procurement
- Monitoring and Evaluation
- Stakeholder Engagement and Communication
- Strategic Regional Functions
- Delivery Management

Key tasks are identified for each work package, as well as the timeframe for delivery and the responsible party. A copy of the high level work programme is presented in Appendix 2.

The Executive Support Group has discussed the priorities of the work programme, and copies of the draft programme has been sent to all representatives for comment and suggestions.

A more detailed work programme will be prepared for the Executive Support Group, to include success factors, sub-tasks, named officers, specific deadlines and inter-dependencies – including risk.

A proposed timetable of meetings for the Economic Ambition Board is set out in Appendix 3. Meetings of the Executive Support Group will take place 2 weeks prior to the meetings of the Board.

5. Financial Implications

In keeping with the first stage Governance Agreement, and in respect of the Annual Budget, each Council shall pay a sum of £50,000 during the 2019/20 financial year, and each advisor, other than the North Wales and Mersey Dee Business Council, shall pay a sum of £25,000 during the 2019/20 financial year. The Accountable Body (Gwynedd Council) shall hold and account for the Annual Budget on behalf of the Joint Committee and the other parties.

As stated within the initial work programme, the budget for 2019/20 will be agreed during the NWEAB March meeting.

6. Legal Implications

The proposal is in keeping with the agreed first stage Governance Agreement.

7. Staffing Implications

8. Impact on Equalities

The proposal is in keeping with the equalities policies and strategies of the Accountable Body.

9. Consultations undertaken

Consultation undertaken with the Executive Support Group.

10. Appendix

Appendix A Terms and Reference and Membership of the Board, Governance Agreement 1

Appendix B Initial Work Programme

Appendix C Timetable of Meetings

STATUTORY OFFICERS' RESPONSE:

i. Monitoring Officer – Accountable Body:

The report establishes the foundations for the Economic Ambition Board as it becomes a statutory joint committee. I have co-operated on the preparation of the report therefore I have no specific observations to add from a propriety perspective.

ii. Head of Finance – Accountable Body:

I have collaborated with the author to prepare this report and I confirm the financial aspects of the content.

1. JOINT COMMITTEE

- 1.1 The Councils shall form the Joint Committee in accordance with this agreement ("**Joint Committee**") for the purposes of:-
 - 1.1.1 to co-ordinate the planning and delivery of the Growth Vision, with a an initial emphasis on a Growth Deal
 - 1.1.2 to provide direction for key strategies in support of paragraph 9.1.1 above, in particular transport, skills and employment, economic development and land use planning;
 - 1.1.3 to unite the Parties, other public sector bodies, charities and businesses around common purpose in support of 9.1.1 above;
 - 1.1.4 to provide direction to any Sub-Boards that the Joint Committee chooses to appoint including the commissioning of specific tasks or projects;
 - 1.1.5 proposing projects that could be undertaken as part of the Growth Deal;
 - 1.1.6 deliberating on such projects to assess whether further due diligence is warranted and reaching agreement on the costs that should be incurred undertaking further appraisal work;
 - 1.1.7 agreeing a pro-forma Implementation Plan that will set out the process for agreeing and prioritising projects that will be taken forwards pursuant to the Growth Deal;
 - 1.1.8 preparing a draft Business Plan in accordance with Clause 7 (*Business Plan*); and
 - 1.1.9 overseeing and co-ordinating the discharge of the Councils' preparatory obligations in relation to the Growth Deal,
 - 1.1.10 To take all necessary decisions to pursue the aims and objectives of the Regional Growth Strategy
 - 1.1.11 to carry out the functions set out in Schedule 2 (Joint Committee Terms of Reference).
- 1.2 The Joint Committee may carry out such other functions as the Councils determine from time to time and approve as a Matter Reserved to the Parties.
- 1.3 The Joint Committee shall not have power to approve any Matter Reserved to the Parties.
- 1.4 The Advisers shall have the right to attend and speak at meetings the Joint Committee.
- 1.5 Each Party shall appoint one (1) representative to the Joint Committee. The details of each of the representatives are set out in Schedule 6 (Details of Representatives).
- 1.6 The Chairperson of the Joint Committee shall be a representative of a Council appointed to the Joint Committee and shall be appointed on an annual basis by the Joint Committee at the Annual General Meeting. The Chairperson shall not have a casting vote.
- 1.7 Each Party shall be entitled from time to time to appoint a named deputy for its representative. Any deputies may attend meetings of the Joint Committee but shall only be entitled to speak and vote at such meetings in the absence of his or her corresponding principal.

- 1.8 Each Party may, at their discretion, replace their representative (and their respective deputies) appointed to the Joint Committee, provided that:-
- 1.8.1 at all times, they have a representative appointed to the Joint Committee in accordance with the roles identified in Schedule 2 (*Joint Committee Terms of Reference*);
 - 1.8.2 any such replacement shall have no lesser status or authority than that set out in Schedule 2 (*Joint Committee Terms of Reference*) unless otherwise agreed by the Parties; and
 - 1.8.3 the details of any such representative shall be notified to the other Parties in writing, to replace the relevant details set out in Schedule 6 (Details of Representatives).
- 1.9 Unless the Joint Committee decides otherwise (e.g. if a meeting is deemed not to be required), the Joint Committee shall meet either on a monthly basis or as and when required in accordance with the timetable for the Growth Deal. Meetings shall be convened at appropriate times and upon giving the requisite statutory notice (to be issued through the Accountable Body) to deliberate on the Joint Committee Matters referred to in Schedule 1 (*Delegations Policy*).
- 1.10 The expectation is that all of the Councils and Advisers attend all meetings of the Joint Committee where possible.
- 1.11 Any representative may by written request to the Executive Team request that a matter be considered at the next meeting of the Joint Committee.
- 1.12 The Executive Team shall ensure that all agendas and relevant information in relation to a Joint Committee meeting are circulated in a timely manner and in any event in accordance with legislative requirements.
- 1.13 Any representative may, where he or she views that a matter requires urgent consideration, request to the Chairperson at the start of a Joint Committee meeting that such urgent item is added to the agenda, but its inclusion will be a matter for the Chairperson to decide.
- 1.14 The quorum necessary for a Joint Committee meeting shall be a representative or deputy from at least 4 Councils.
- 1.15 At meetings of the Joint Committee each representative or appropriate deputy (in the absence of the relevant representative) from each Council shall have one vote.
- 1.16 At meetings of the Joint Committee, each representative or appropriate deputy (in the absence of the relevant representative) from each Adviser shall have the right to advise the Joint Committee on decisions and their views shall be recorded by the Joint Committee. Whilst it is not intended that the Advisers shall have formal voting rights, the Joint Committee shall give consideration to any views or representations made by the Advisers and where Advisers do not agree with a proposed decision the Joint Committee shall consider (acting in good faith) declaring a matter a JC Unresolved Matter.
- 1.17 Decisions at a meeting of the Joint Committee require a simple majority vote of the representatives (or deputies as applicable) from the Councils in attendance, provided that if:
- 1.17.1 the votes are tied (i.e. a deadlock); or
 - 1.17.2 two or more Parties make such a request at the meeting,
- that decision shall be declared a JC Unresolved Matter to be dealt with in accordance with Clause 1.188.

- 1.18 If, at a meeting of the Joint Committee, a matter is not determined, that matter ("**JC Unresolved Matter**") shall be deferred for consideration at the next ordinary meeting of the Joint Committee meeting or such sooner time as shall be agreed. If at the reconvened Joint Committee meeting the JC Unresolved Matter is not determined, the JC Unresolved Matter shall not be agreed and shall not be implemented by the Joint Committee.
- 1.19 Each Party shall provide all information reasonably required upon request by the Joint Committee to the Executive Team and shall comply with any decisions of the Joint Committee to request such information.
- 1.20 Each Party shall consult with the other Parties to ensure the diligent progress of the day to day matters relating to the discharge of the Parties' obligations in relation to the Growth Deal.
- 1.21 Where a Party wishes to provide any information and/or serve a notice or demand on the Joint Committee, this should be served on the Executive Team in accordance with Clause 23.3 (*Notices*). The Executive Team shall keep a record of all information, notices and demands received and shall update each representative promptly.
- 1.22 The Parties acknowledge and agree that the Joint Committee shall adopt (as applicable) the Accountable Body's prevailing contract standing orders, financial procedure rules, and such other applicable policies and procedures for and behalf of the Parties in the discharge of its obligations under this Agreement and that the Accountable Body's chief finance officer ("**S151 Officer**") and Monitoring Officer (or their nominated deputies) shall, respectively, act as the section 151 officer and monitoring officer to the Joint Committee.
- 1.23 The Advisers acknowledge and agree that their representative or deputy shall comply with the terms of the GA Code of Conduct.

TERMS OF REFERENCE

PART 1

JOINT COMMITTEE TERMS OF REFERENCE

Aims/Purpose

1. The Joint Committee will be the key body to oversee the Growth Deal and to represent the interests of the Parties and its stakeholders. The Joint Committee will also be responsible for monitoring project progress and managing the political dimensions of the Growth Deal.
2. The Joint Committee will also oversee the Regional Growth Strategy and will take all necessary decisions to facilitate and implement its delivery.
3. The Joint Committee will carry out the following functions:
 - Determine the form of and number of fund(s) to deliver the Growth Deal.
 - Agree key projects to deliver the Growth Deal
 - Provide strategic direction to the Executive Team (to include approval of remit for the Executive Team and approval of any resourcing issues)
 - Act as a representative for each of the Parties to ensure consistency with individual objectives and visions
 - Monitor performance, management and working arrangements (to include the necessary audit and assurance checks)
 - Ensure that sufficient resources are committed to the Growth Deal
 - Arbitrate on any conflicts within the programme or negotiate a solution to any problems between the programme and external bodies
 - Communicate and provide progress on strategic issues within the Growth Deal
 - Promote partnership working between the Parties
 - Publish annual governance statement and Annual Accounts
 - Liaise with other Growth Deal or City Deal partners across the United Kingdom to share best practice and ensure a co-ordinated strategic approach
 - Provide the Parties with annual progress reports
 - Update the Delegations Policy from time to time

Terms

4. At the start of the Growth Deal, to:
 - Finalise the GA2 and any related documentation, including (but not limited to) any Business Plans Clause 7 and
 - Agree the detail of the decision-making process and assessments (as referred to in the Assurance Framework and where yet to be completed) prior to the Joint Committee considering individual projects
5. During the planning and development stages, to:
 - Review project status against the approved plans
 - Monitor the management of project budget, risks and quality
 - Promote and support the project among relevant stakeholders and where appropriate obtain their consent.
 - Seek to resolve disputes where these cannot be resolved satisfactorily through other means
 - Ensure that the proposals are affordable and deliver maximum value for money for the public sector.

Procurement of contracts for goods, works or services

Subject to compliance with: legislation, the contract standing orders and other procedural rules of the Accountable Body (where the contracts are to be let in the name of the Accountable Body) and the issue not falling within a Matter Reserved to the Parties, the following provisions apply.

6. Where the Joint Committee is procuring any goods, works or services, at the start of procurement, the Joint Committee or if falling within the delegated authority of the Executive Team, the Executive Team, shall agree:
 - measures against which the benefits realisation should be measured;
 - arrangements for quality assurance and risk management;
 - arrangements for communications; and
 - arrangements for procurement launch for specific projects (where appropriate).

7. As the procurements progress, to:-
 - review the project status against the project plan;
 - monitor the management of procurement budget, risks and quality;
 - agree progression through key stages (e.g. including but not limited to issue of the OJEU, pre-qualification stage and preferred bidder stage) and obtain all associated 'sign-offs';
 - agree draft procurement documents;
 - agree the process for evaluating bids and the detailed evaluation criteria and scoring;
 - consider the progress of the procurement; and
 - act as the ambassadors for the procurement and the project it facilitates.

8. At the end of the procurement, to:-
 - ensure that the pre contract risk review is completed;
 - agree any financial business cases;
 - make decisions as to award of contract and provide all final 'sign-offs'; and
 - ensure that the contract is appropriately managed and expected products have been delivered satisfactorily.

North Wales Economic Ambition Board Membership

Representatives :

Recipient's Name		E-mail
Aaron Shotton	Flintshire Council	Aaron.Shotton@flintshire.gov.uk
Mark Pritchard	Wrexham Council	Leader@wrexham.gov.uk
Hugh Evans	Denbighshire Council	leader@denbighshire.gov.uk
Gareth Jones	Conwy Council	cllr.gareth.jones@conwy.gov.uk
Llinos Medi Huws	Isle of Anglesey Council	llinosmedihuws@ynysmon.gov.uk
Dyfrig Siencyn	Gwynedd Council	cynghorydd.dyfrigsiencyn@gwynedd.llyw.cymru

Advisers :

Recipient's Name		E-mail
Bryn Jones	Bangor University	bryn.jones@bangor.ac.uk
Maria Hinfelaar	Wrexham Glyndŵr University	Maria.Hinfelaar@glyndwr.ac.uk
David Jones	Coleg Cambria	david.jones@cambria.ac.uk
Dafydd Evans	Grŵp Llandrillo Menai	dafydd.evans@gllm.ac.uk
Ashley Rogers / Jim Jones	North Wales Business Council	jarogers@gillandshaw.com

INITIAL WORK PROGRAMME FOR THE EAB

Category	Action	Timeframe (Quarters, calendar year)	Responsibility
Heads of Terms	<ul style="list-style-type: none"> Approval of “Programmes” for the North Wales Growth Deal. (3 Key Thematic Areas and 4 Key Enablers). 	Q1 2019	Joint Committee
	<ul style="list-style-type: none"> Assessment of options and agree way forward on the £240 Million budget available from the UKG/WG to deliver the Growth Deal. (Draft Implementation Plan) 	Q1 2019	Joint Committee
	<ul style="list-style-type: none"> Review of Outline Business Cases to match commitment within the Draft Implementation Plan. 	Q1 2019	Executive Support Group
	<ul style="list-style-type: none"> Challenge sessions with UKG / WG Ministers. 	Q1 2019	Representative from Joint Committee with UKG and WG Ministers
	<ul style="list-style-type: none"> Approve the Implementation Plan for the Growth Deal. 	Q2 2019	Joint Committee
	<ul style="list-style-type: none"> Agreement on appropriate and proportionate level of assessment and appraisal of business cases for growth deal projects. 	Q2 2019	Joint Committee / UKG / WG
	<ul style="list-style-type: none"> Formal approval of the Heads of Terms for the Growth Deal. 	Q2 2019	Joint Committee / UKG / WG This will need to be considered as a matter which may involve individual Councils decision at the appropriate juncture.
	<ul style="list-style-type: none"> Agreement on “side deals” with WG or MoUs (for example Transport, Property, Business Growth, Skills to deliver the Growth Vision). 	Q2 2019	Joint Committee / WG
Governance	<ul style="list-style-type: none"> Formal establishment of Joint Committee. 	Q1 2019	Accountable Body
	<ul style="list-style-type: none"> Practical arrangements for the Joint Committee. 	Q1 2019	Accountable Body / Joint Committee
	<ul style="list-style-type: none"> Agree Terms of Reference and engagement with Business Leadership Group (private sector advisory board). 	Q1 2019	Joint Committee
	<ul style="list-style-type: none"> Identify and agree 6 month work programme for the Joint Committee. 	Q1 2019	Joint Committee
	<ul style="list-style-type: none"> Identify initial terms of reference for sub-committees, in particular transport sub-committee and digital sub-committee. 	Q2 2019	Joint Committee
	<ul style="list-style-type: none"> Identify initial terms of reference for the “informal” sub-committees (Skills and Employment, Sites and Premises, Business and Innovation, Tourism). 	Q2 2019	Joint Committee
	<ul style="list-style-type: none"> Identification and final selection of Accountable Body for GA2. 	Q2 2019	Joint Committee

	<ul style="list-style-type: none"> Agreement on Scrutiny Arrangements. 	Q2/Q3 2019	Joint Committee and Councils scrutiny arrangements
	<ul style="list-style-type: none"> Undertake a public appointment process for the Business Leadership Group. 	Q3 2019	Joint Committee
Finance	<ul style="list-style-type: none"> Identify, review and agree a 3 year budget and contributions from all partners. 	Q1 2019	Accountable Body / Joint Committee Increases in contributions will be matters reserved to Parties
	<ul style="list-style-type: none"> Agree budget for the Accountable Body. 	Q1 2019	Joint Committee
	<ul style="list-style-type: none"> Agree position on NNDR and capitalisation. 	Q2 2019	Section 151 Officers / Accountable Body / Joint Committee
	<ul style="list-style-type: none"> Identify and agree LA borrowing requirements. 	Ongoing	Section 151 Officers and Monitoring Officers / Accountable Body / Joint Committee
Programme Office	<ul style="list-style-type: none"> Agree on recruitment process for a Programme Director. 	Q1 2019	Joint Committee / Accountable Body
	<ul style="list-style-type: none"> Appointment of Programme Director. 	Q2 2019	Joint Committee
	<ul style="list-style-type: none"> Agree design and structure of a Programme Office. 	Q2 2019	Joint Committee / Accountable Body
	<ul style="list-style-type: none"> Agree on ESF Institutional Capacity Bid to support with the work of the Programme Office. 	Q2 2019	Joint Committee / Accountable Body
	<ul style="list-style-type: none"> Appointment of Programme Managers within the Programme Office. 	Q3 2019	Joint Committee / Accountable Body
Commissioned Strategies and Projects	<ul style="list-style-type: none"> Agree Project Approval Process (and delegation process). 	Q2 2019	Joint Committee / UKG / WG
	<ul style="list-style-type: none"> Agree the Business Network North Wales project and implementation Plan. 	Q2 2019	Joint Committee
	<ul style="list-style-type: none"> Delivery of the LFFN project. 	Q2 2019 onwards	Joint Committee
	<ul style="list-style-type: none"> Develop 5 Case Business Models for Growth Deal Projects. 	Q2/Q3 2019	Joint Committee
	<ul style="list-style-type: none"> Approval of the Skills and Employment Plan. 	Q3 2019	Joint Committee
Legal and Procurement	<ul style="list-style-type: none"> Develop Template Funding Agreement to allow the transfer of Growth Deal funding to the recipient Project Lead Authority. 	Q2 2019	Accountable Body / Section 151 / Monitoring Officers / Joint Committee
	<ul style="list-style-type: none"> Agree project plan and timeline for the adoption of Government Agreement 2. 	Q2 2019	Joint Committee / Monitoring Officers
	<ul style="list-style-type: none"> Adoption of Government Agreement 2. 	Q2/Q3 2019	Matter reserved to Parties
	<ul style="list-style-type: none"> Agree Growth Deal Procurement Strategy. 	Q3 2019	Joint Committee / Accountable Body
Monitoring and Evaluation	<ul style="list-style-type: none"> Programme Risk Register developed. 	Q1 2019	Joint Committee
	<ul style="list-style-type: none"> Monitoring and Evaluation Plan agreed. 	Q1 2019	Joint Committee
Stakeholder Engagement and Communication	<ul style="list-style-type: none"> Development and agreement of business and stakeholder engagement plan agreed. 	Q2 2019	Joint Committee
	<ul style="list-style-type: none"> Development and agreement of political stakeholder engagement plan agreed 	Q2 2019	Joint Committee

	<ul style="list-style-type: none"> • Communication Plan agreed and protocol. 	Q2 2019	Joint Committee
Strategic Regional Function	<ul style="list-style-type: none"> • Explore key strategic functions at a regional level that will support both the implementation of the deal and wider development activity. 	Ongoing	Joint Committee / UKG / WG
	<ul style="list-style-type: none"> • Agreement of protocol with the Minister for North Wales and the new Regional Standing Committee. 	Q2 2019	Joint Committee / Minister for North Wales / Regional Standing Committee
Delivery Management	<ul style="list-style-type: none"> • All Project Boards in place to coordinate the delivery of commissioned projects. 	Ongoing	Project Sponsors

JOINT COMMITTEE

TIMETABLE OF MEETINGS

Dates have been identified for the calendar year (to include transition from GA1 to GA2)

EXECUTIVE GROUP MEETING	PUBLICATION OF NWEAB AGENDA	NORTH WALES ECONOMIC AMBITION BOARD MEETING	
		DATE	TIME
11/01/19	24/01/19	01/02/2019	3.30pm
22/02/19 (see below)	07/03/19	15/03/19	1 pm
29/03/19	04/04/19	12/04/19	10am
03/05/19	09/05/19	17/05	1pm
07/06/19	13/06/19	21/06	1pm
05/07/19	11/07/19	19/07	1pm
06/09/19	12/09/19	20/09	1pm
04/10/19	10//10/19	18/10	1pm
01/11/19	07/11/19	15/11	1pm
06/12 (or 29/11)	12/12/19 (or 05/12)	20/12 (or 13/12)	1m

08/02 and 08/03 have been identified as dates for the executive group meeting. However, it is suggested that the date be changed to 22/02 in order to start programme in sequence with joint-committee meetings from now on.

Executive group meetings are scheduled for two weeks prior to the joint-committee meetings (rather than two weeks following joint-committee meetings) however, consideration has been given to bank holidays etc.