

### Decisions at NWEAB meetings

Meeting Date	Item	Contact Officer	Decision
1 <sup>st</sup> February 2019	Recruitment process for Programme Director	Dilwyn Williams, Chief Executive	<ol style="list-style-type: none"> <li>1. To delegate the right to the Chief Executive of the Host Authority, in consultation with the Chair and Vice-chair of the Joint-Committee to;               <ol style="list-style-type: none"> <li>a) prepare a job description and person specification for the post of Programme Director,</li> <li>b) undertake a job evaluation process on the post in accordance with Gwynedd Council arrangements in order to set the salary,</li> <li>c) proceed to advertise the post.</li> </ol> </li> <li>2. That a report recommending the appointment procedure thereafter is submitted to the next meeting of the Joint-Committee.</li> </ol>
	Initial work programme for the EAB and future meeting arrangements	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To agree on the high-level work programme for the Economic Ambition Board over the next 6-9 months</li> <li>2. To agree on a schedule of meetings for the Economic Ambition Board until the end of the calendar year.</li> </ol>
15 <sup>th</sup> March 2019	North Wales Economic Ambition Board Governance	Iwan Evans, Accountable Body Monitoring Officer	<ol style="list-style-type: none"> <li>1. Accept the report</li> <li>2. Accept that the North Wales Economic Ambition Board as far as reasonably practicable will meet at a single appropriate North Wales venue in accordance with the report.</li> <li>3. Pending the establishment of a formal Business Leaders Group, appoint the Chairman of North Wales Business Group as an Adviser to the Economic Ambition Board and to confirm the Advisers structure.</li> <li>4. That a further report on proposed Sub-Boards be presented to the next meeting of the North Wales Economic Ambition Board.</li> <li>5. To accept the Operating Protocol for the North Wales Economic Ambition Board subject to confirming rights for the Monitoring Officer and the Section 151 Officer to report directly to the North Wales Economic Ambition Board as and when required.</li> </ol>
	A Growth Deal for North Wales - draft Implementation Plan	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To approve the Implementation Plan as a basis for further negotiations with the UK and Welsh Governments on a potential Heads of Terms agreement for a North Wales Growth Deal subject to incorporating the following adaptations in the Plan:               <ol style="list-style-type: none"> <li>a) Flexibility in terms of time-frame, expenditure portfolio and project priorities in Section 7 of the Implementation Plan based on their maturity and affordability.</li> <li>b) Flexibility on the financing package from both Governments in order to implement the projects in the Implementation Plan.</li> <li>c) Add a timetable for establishing July 2019 as the date for agreeing Heads of Terms for both Governments.</li> </ol> </li> </ol>

	2019-20 Budget	Dafydd L Edwards, Section 151 Officer	<ol style="list-style-type: none"> <li>1. To accept and adopt the Economic Ambition Board's Budget for 2019/20, which is split to show the Programme Management Office, Accountable Body Support Services and Joint-Committee costs.</li> <li>2. To approve the arrangements and finance for Gwynedd Council to deliver the Accountable Body functions as set out in the report.</li> <li>3. To delegate the authority to the Programme Director and Gwynedd Council's Section 151 Officer to implement the budget approved.</li> <li>4. To approve transferring the underspend from the former shadow arrangements to the Economic Ambition Board Joint Committee.</li> <li>5. To approve transferring the underspend at the end of the 2018/19 financial year to an earmarked reserve that will be available to fund one-off costs in future years.</li> </ol>
	Update on the Economic Ambition Board work programme	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To approve the RAG status (Red, Amber, Green) on all actions within the Work Programme, noting that two actions under the Heads of Terms heading noted below will change from amber to red. <ul style="list-style-type: none"> <li>- Challenge sessions with Ministers from UK Government and Welsh Government</li> <li>- Formal approval to Heads of Terms for the Growth Deal.</li> </ul> </li> <li>2. Modify the timetable and the responsibility for some tasks in the Work Programme, in accordance with the explanation in section 4.3 and 4.4 of the report.</li> </ol>
	North Wales Economic Ambition Board Programme Director	Dilwyn Williams, Chief Executive	<p>It was decided that:</p> <ol style="list-style-type: none"> <li>1. A scheduled meeting of the North Wales Economic Ambition Board will agree on a short list of candidates to be invited for further consideration.</li> <li>2. All short-listed candidates will be invited to attend a Professional Assessment Centre. The Assessment Centre will be led by an external assessor used by the Accountable Body for appointments to senior posts. The assessor will provide a written report of each candidate's performance.</li> <li>3. Formal interview of short-listed candidates at an additional meeting of the Board to be arranged with feedback from the Assessment Centre to be provided at the meeting prior to the appointment.</li> <li>4. Following a job evaluation, it was agreed that the post would be advertised with a salary of £86,000 to £96,000 with the flexibility of a market addition should an exceptional candidate apply.</li> </ol>
12 <sup>th</sup> April 2019	Update on the NWEAB work programme	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. Approve the RAG status of all actions within the Work Programme, in accordance with the report.</li> <li>2. To delegate the authority to the Programme Director in consultation with the Chair and Vice Chair of the NWEAB to agree the Job Description and recruitment process for the Digital Programme Manager.</li> </ol>

			<ol style="list-style-type: none"> <li>3. Commit up to £55,000 (subject to job evaluation and the success of the Growth Deal) of the “Project, Planning, Development and Support budget” to finance the Digital Programme Manager post for a year.</li> <li>4. To submit a quarterly progress report on the work of the Board to the individual partners for the purposes of report and scrutiny of the individual bodies.</li> </ol>
	Risk register	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To approve the format and structure of the Risk Register and agree that the risks and RAG (Red, Amber, Green) status included are captured accurately and sufficiently and that the mitigation measures noted are proportionate in view of the identified risks.</li> <li>2. To report on the risks on a quarterly basis to the NWEAB and on a monthly basis to the Executive Officers Group</li> </ol>
	Appointment of a Transportation Sub-Board	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To appoint a Transport Delivery Sub-board with the Role and Terms of Reference set out in Appendix 1 of the report.</li> <li>2. To appoint the Leader of Flintshire Council, Councillor Ian Roberts, to act as a link member for the Transport Delivery Sub-Board.</li> </ol>
	Business Delivery Board	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To defer a decision on this matter until such time as the outcome of the consultation with UK Government and Welsh Government on the proposal is known.</li> <li>2. That the discussions with the Governments should commence based on the report submitted to the NWEAB.</li> <li>3. To address the following matters when providing a further draft of the report:- <ol style="list-style-type: none"> <li>a) The role of the North Wales Mersey Dee Business Council;</li> <li>b) The accountability of the Chair of the Business Delivery Board;</li> <li>c) The need to simplify the proposed role and responsibilities of the Board;</li> <li>d) Concern that there are increasing demands on businesses to participate in similar arrangements;</li> <li>e) Financial matters.</li> </ol> </li> </ol>
	Welsh Government improving public transport white paper	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To receive the summary report on the Welsh Government proposals for Improved Public Transport and the response to the White Paper consultation, attached to the report.</li> </ol>
	Swansea Bay City Deal (SBCD) review(s)	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To receive the report on the recommendations of both review reports, the “Swansea Bay City Deal Independent Review” and the “Swansea Bay City Deal Internal Review of Governance Arrangements”.</li> <li>2. To note the RAG (Red, Amber, Green) assessment of the North Wales Growth Deal’s status against each of the recommendations.</li> </ol>
17 <sup>th</sup> May 2019	Update on the EAB work programme and project log	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To approve the RAG status of all actions within the Work Programme and note the updates on the progress of individual projects, in accordance with the report.</li> </ol>
	Governance Agreement 2 work programme	Iwan Evans, Accountable Body Monitoring Officer	<ol style="list-style-type: none"> <li>1. To approve the proposed work programme for the preparation and completion of Governance Agreement 2, and ask the Monitoring Officer to couple the actions in the lower half of the proposed timetable to relevant steps in the work programme.</li> </ol>

	Business Delivery Board	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To approve the proposed role and responsibilities of the Business Delivery Board, subject to adapting paragraph 2.1, Role and Remit, by combining the wording of paragraph 2.2 in the third bullet point.</li> <li>2. To approve the recruitment process for the Chair of the Business Delivery Board as set out in the report and to delegate authority to the Chief Executive of the Accountable Body to undertake the recruitment process.</li> <li>3. To approve the arrangements for selection and recruitment of Board Members as set out in the report and to delegate authority to the Chief Executive of the Accountable Body to undertake the recruitment process once the Chair has been appointed.</li> <li>4. To confirm the use of up to £20,000 per annum from the North Wales Economic Ambition Board's 'Project Development and Support' budget to support the Business Delivery Board.</li> <li>5. To delegate authority to the Chief Executive of the Accountable Body to establish the remuneration arrangements for the Chair, in consultation with the Chair and Vice-Chair of the North Wales Economic Ambition Board, in accordance with the report.</li> </ol>
	Tourism sub-group	Jane Richardson, Conwy Council	<ol style="list-style-type: none"> <li>1. That the Economic Ambition Board supports the principle that the Regional Tourism Forum assumes a formal relationship with it.</li> <li>2. That the status and function of the Forum be developed as part of the review of the governance arrangements to be established in Governance Agreement 2.</li> </ol>
	2018-19 Out-Turn Report and Annual (statutory financial Statements) Return	Dafydd L Edwards, Section 151 Officer	<ol style="list-style-type: none"> <li>1. To note and accept the Joint Committee's Revenue Income and Expenditure Account for 2018/19 (Appendices 1 and 2 to the report).</li> <li>2. To note and accept the Joint Committee's Official Annual (Statutory Financial Statements) Return for 2018/19 (subject to External Audit), in line with the statutory deadline of 15 June 2019 which had been duly completed and certified by the Statutory Finance Officer (Appendix 3 to the report).</li> </ol>
	Communications and Engagement Plan	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To approve the Communications and Engagement Plan.</li> </ol>
	Inquiry into effectiveness of Growth and City Deals For Wales	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To endorse the response to the "Inquiry into effectiveness of Growth and City Deals for Wales" undertaken by the Welsh Affairs Committee.</li> </ol>
	Programme Director - short listing	Dilwyn Williams, Chief Executive	<ol style="list-style-type: none"> <li>1. To place four candidates on the short list to go on to an interview on 21 June.</li> </ol>
28 <sup>th</sup> June 2019	Urgent Business - Appointment of Programme Director		<ol style="list-style-type: none"> <li>1. To re-advertise the post with a salary set at between £86,000 and a maximum of £106,000 subject to a report on the proposed salary to the Full Council of the Accountable Body which will host the post</li> </ol>
	Update of the Work Programme	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. Review, update and approve the RAG status of all actions within the Work Programme.</li> </ol>

	Programme Office Structure	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>2. To approve the core structure of the Programme Office as set out in the report and move to recruit on condition that it does not add to the core financial contributions of the Councils and Partners.</li> </ol>
	Delegation And Staffing	Iwan Evans, Accountable Body Monitoring Officer	<ol style="list-style-type: none"> <li>1. It was confirmed that the staffing structure of the Programme Office during the continuation of Governance Agreement 1 (“GA1”) shall be determined by the North Wales Economic Ambition Board.</li> <li>2. It was agreed to delegate the responsibility of appointing posts on the approved staffing structure below Programme Director level to the Programme Director and in the interim period, to the Chief Executive of the Accountable Body in accordance with the report.</li> </ol>
	Transport Update and Progress With Establishing a Transport Sub-Group	Councillor David Bithell	<ol style="list-style-type: none"> <li>1. To note the report and the progress made to establish the Transport Delivery Sub Board</li> <li>2. To ratify the acceptance of the funding support offered by WG and authorise the signing of the grant offer letter by the Host Authority.</li> </ol>
	Skills and Employment Programme, North Wales Growth Vision	Iwan Trefor Jones, Lead Director	<ol style="list-style-type: none"> <li>1. To defer the decision of funding one FTE post (£50,000 for 12 months) to continue work on Information &amp; Advice Gateway and Employability Pathway projects in order to take the opportunity to consider the projects in light of the Skills Strategy which will be submitted to the Board shortly, investigate and have discussions with Welsh and UK Government about the field.</li> <li>2. To defer confirmation of the approach to coordinate the skills and employability programme and seek further information and clarity in relation to the Skills and Employment programme.</li> </ol>
	Establishment of Energy Sub-Group and Update on Regional Energy Planning	Rhys Horan – Strategic Lead, Welsh Government Energy Service	<ol style="list-style-type: none"> <li>1. 1. To establish an Energy Sub-Group with the Role and Terms of Reference set out in Appendix 1 of the report.</li> <li>2. Appoint Cllr Llinos Medi, Leader of Anglesey Council as a member of the North Wales Economic Ambition Board to act as a link member for the Energy Sub-group</li> </ol>