

APPENDIX B – MAYORS ECONOMIC ADVISORY COUNCIL (MEAC)

TERMS OF REFERENCE

1. Purpose

- 1.1 To provide the Mayor and local authority Leaders with access to the best economic growth advice, from across the UK and globally, to ensure the South Yorkshire driving ambition and narrative reaches the highest levels of decision making in government, investment institutions and markets.
- 1.2 The MEAC will provide internationally credible expert, advice and support, acting as champions for South Yorkshire. The MEAC will be outward facing, nationally significant and well networked with key influencers across Government, investment organisations and key stakeholders.
- 1.3 The MEAC will help ensure the MCA has a strong, independent and diverse business growth voice as an integral part of the work and decision making of the MCA.

2. Responsibilities

- 2.1 The priorities of the MEAC in advising the Mayor and MCA will be focused on helping the region to:
 - 2.1.1 Grow productivity and prosperity in South Yorkshire and address inequality of opportunity;
 - 2.1.2 Drive economic growth and ensure the broadest range of access to suitable investment ;
 - 2.1.3 Maximise trade, export, and inward investment opportunities;
 - 2.1.4 Upskill the South Yorkshire workforce to include opportunity for higher productivity sectors and occupations;
 - 2.1.5 Deliver long lasting, inclusive, and regenerative economic growth for residents and investors;
 - 2.1.6 Maximise the impact of strategic investments; and
 - 2.1.7 Support raising the economic profile of South Yorkshire to that of a top performing region.
- 2.2 The MCA and/or Mayor may commission the MEAC to undertake specific work.

3. Delegated Authority

3.1 The MEAC is an advisory body and has no delegated authority. It is not a Committee of the MCA, but is integral to the decision making process of the MCA to ensure a strong business voice is taken into account.

4. Membership

4.1 The membership of the MEAC will be widely drawn and will include experts of national and international repute from the following fields:

- Investment and finance;
- Property and capital infrastructure development;
- Industry leaders in South Yorkshire's core competence and capability areas such as:
 - Advanced materials and manufacturing;
 - Clean energy and green tech;
 - Advanced mobility (esp. rail) and advanced logistics;
 - Creative content & digital tech;
 - Health and life sciences.
- Leading small and medium sized business owners / entrepreneurs; and
- Academia.

4.2 Appointments to the Board will be made by the Mayor. The Mayor will Chair the Board and may delegate the role.

5. Frequency

5.1 The MEAC will meet on a frequency to be determined by the Mayor.

6. Secretariat

6.1 The MCA Executive Team will provide the secretariat for the MEAC.

6.2 Papers and presentations for the meetings, will as far as possible, be circulated to the members of MEAC five clear working days in advance of the meeting.

7. Quorum

7.1 As the Board is non-decision making there will be no minimum attendance required.

8. Conflicts of Interest

Register of Interests

- 8.1 All members must complete a Register of Interests Form within 28 days of being appointed to the MEAC. This must disclose any disclosable pecuniary interests (as defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012) for the member, their spouse, their civil partner or partner. Completed Register of Interests Forms for all members are published on the MCA website.
- 8.2 It is the responsibility of every member to ensure that their Register of Interests Form is up-to-date and declare any new interests within 28 days of this being known.

Declarations of Interest at Board Meetings

- 8.3 It is the responsibility of members to declare any disclosable pecuniary interests (as defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012) and any other personal interests whether financial or non-financial in specific agenda items at the start of each meeting.

9. Transparency

- 9.1 The membership of the Council together with each members declarations of interest form will be published.
- 9.2 Meetings will not be public meetings and meeting papers will not be routinely published.
- 9.3 For each meeting, a note of the matters considered will be published on-line no later than 10 working days after the meeting.
- 9.4 The MEAC will publish its annual work programme (if developed) and will publish an annual report detailing its activity in the previous year, this will be presented to the MCA Board by the Chair of the Board.
- 9.5 The Chair of the MEAC (if not the Mayor) will be invited to attend each MCA Board meetings and may speak at such meetings in a non-voting capacity.

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- 9.4 The Board will publish its annual work programme (if developed) and an annual report detailing its activity in the previous year. This will be presented to the MCA Board by the Chair of the Board.
- 9.5 The Chair of the Board will be invited to attend each MCA Board meetings and may speak at such meetings in a non-voting capacity.

