

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