
ECONOMIC WELL-BEING SUB-COMMITTEE

11th July, 2025

TITLE: Non-Executive Advisors

AUTHOR: Alwen Williams, Chief Executive

1. PURPOSE OF THE REPORT

- 1.1. To update the Economic Wellbeing Sub-Committee on discussions with Welsh Government and UK Government regarding the recruitment of Non-Executive Advisors and to set out the proposed process for appointment.

2. DECISION SOUGHT

- 2.1. To agree the process set out in section 4.5 for the recruitment and appointment of Non-Executive Advisors.

3. REASON FOR THE DECISION

- 3.1. In March 2025 the Corporate Joint Committee approved the Terms of Reference and appointment process for a new Business Advisory Board following the transfer of the Growth Deal along with approving the role descriptions for two new Non-Executive Advisors.
- 3.2. The Corporate Joint Committee authorised the interim Chief Executive to undertake all necessary steps to procure candidates to be recommended for appointment to the CJC's Economic Wellbeing Sub-Committee.

4. BACKGROUND AND RELEVANT CONSIDERATIONS

- 4.1. In response to an assurance review recommendation to consider the appointment of Non-Executive Directors to support the delivery of the Growth Deal and provide commercial expertise and challenge to the Board, it was agreed in March 2025 to appoint two Non-Executive Advisors. This approach was proposed as it is not possible to co-opt the appointees on the basis of the proposed model. The reasoning is explained in the Legal Section of the report.
- 4.2. The Non-Executive Advisors will be individuals with significant private sector and commercial experience to support and challenge the Economic Well-being Sub-Committee and work with the Portfolio Management Office to support the delivery of the North Wales Growth Deal. These two individuals will also act as Chair and Vice-Chair of the new Business Advisory Board and that they would attend the Economic Well-being Sub-Committee as advisors. The budget



for the roles and the role descriptions have previously been agreed by the Economic Ambition Board (budget) and Corporate Joint Committee (role descriptions).

- 4.3. Since the Corporate Joint Committee meeting in March, the Portfolio Management Office have been in discussions with Welsh Government and UK Government around on the budget for the role and the recruitment/section process.
- 4.4. The budget for these roles will now be set at an initial £30k per Non-Executive Advisor role with an additional £10k allocation to the Chair of the Business Advisory Board and £5k for the Vice-Chair. This is within the previously approved budget of up to £50k per role.

Proposed Recruitment and Selection Process

- 4.5 As a consequence of the legal constraints set out above the role will need to be procured. There are different approaches which may be adopted to secure the appointment. However, and if, on the advice of the Government officials the role is to be appointed by an open competitive procedure there are specific requirements which will need to be followed to hold a compliant process in accordance with the requirements of the Procurement Act 2023 (the Act”) and related Regulations.
 - a) In addition to the adopted Job and Personal requirements a procurement package will be prepared with relevant award criteria
 - b) Advertisement – The Non-Executive Advisor roles will be advertised on the Ambition North Wales website and social media channels (July 2025) and as required by the Act
 - c) Applications – Interested applicants will be asked to submit their CV and cover letter setting out why they want the role (July 2025)
 - d) Assessment and Shortlisting – Cover letters and CVs will be assessed against the role descriptions by the SRO and Chief Executive and a representative from the Portfolio Management Office and a shortlist agreed to be invited to interview (August TBC)
 - e) Interviews – Shortlisted candidates will then be interviewed by a panel consisting of the Chair, Vice-Chair, SRO, Chief Executive and Monitoring Officer who will make recommendations for appointment to the Economic Wellbeing Sub-Committee (September TBC) based on the final scores post interview.
 - f) Appointments – final appointments made by the Economic Wellbeing Sub-Committee (3rd October 2025)

5. FINANCIAL IMPLICATIONS

- 5.1. There are no financial implications arising directly from approving the decision sought in this report. The budget for these roles for a two-year period was approved by the Economic Ambition Board as part of the 2025-26 budget and transferred to the Corporate Joint Committee upon novation of the Growth Deal on 1st April 2025.

6. LEGAL IMPLICATIONS

- 6.1. The appointment of the Non-Executive Advisors is being undertaken in response to the recommendations of the Growth Deal’s portfolio assurance review. As a local authority entity the CJC, in the same way as its constituent Councils, is subject to constraints as to who may be members or co-opted members. Regulation 9A of the North Wales Corporate Joint Committee



Regulations 2021 disqualifies holders of paid offices appointed by the CJC (in the corporate sense) from being co-opted members. There is no corresponding equivalent to the Company role of “Non-Executive Director” (NED) which are typically associated with public limited companies and other private sector organisations.

- 6.2. In order to respond to the requirements of the Governments and appoint to these roles the proposed services contract model offers the most appropriate pathway to secure the independent and commercial input required. These roles will be procured in accordance with the CJC’s Contract Procedure Rules (CPR) and the Act. They would act as consultant advisors to the CJC in relation to the Growth Deal and initially serve as Chair and Vice-Chair of the Business Advisory Board. They would also be subject to requirements in relation to management of Conflicts of Interests and confidentiality as with the other members of the Business Advisory Board.
- 6.3. The proposed recruitment and appointment process will be undertaken in line with the requirements of the Procurement Act 2023 to ensure compliance.

STATUTORY OFFICERS RESPONSE:

i. **Monitoring Officer:**

“As the report explains finding a route to appointment of the advisors has required the identification of a vehicle for appointment which is capable of securing the best possible outcome whilst being legally compliant. The “consultancy” route is seen as the appointment model which can navigate these issues and enables the CJC through the Sub Committee to make appointments.”

ii. **Statutory Finance Officer:**

“I can confirm that funding for these roles has been included in the budget for 2025/26 which was approved by the North Wales Economic Ambition Board on 14 February 2025.”