



ACADEMI WALES EXPERT PANEL TERMS OF REFERENCE

- a) Academi Wales is the centre of excellence for leadership development and transformation in Wales, launched in 2012 as part of a Programme for Government commitment to “Establish a Strategic Centre of Leadership Excellence” for Wales.
- b) Academi Wales is a small organisation, with a significant purpose. Aiming to transform Wales through excellence in leadership, it delivers a varied portfolio of masterclasses, programmes, and consultancy to the most senior leaders of our public services, as well as building the pipeline of future leaders in Wales.
- c) A visionary and progressive organisation, with cutting-edge research and innovation and strong local, national, and international networks, Academi Wales is uniquely positioned to collaborate across Wales and beyond to develop and deliver solutions that are crucial for leaders of organisations and services in their leadership and transformation journeys.
- d) Academi Wales seeks to build a future for Wales where leadership of our public services is visionary, collaborative, world class and successful in driving improvements in the lives of people living in Wales. Academi Wales provides the environment for leaders to work together to further develop their skills and capabilities to be the best they can be, and to inspire, engage and empower individuals to deliver the highest quality services for the people of Wales. The dedication and excellence of the current leadership workforce are instrumental in achieving transformation to ensure citizen-centred public service delivery.

ACADEMI WALES EXPERT PANEL

- a) The Expert Panel brings together a group of experts willing to use their expertise and experience to advise on key leadership challenges and opportunities in Wales. Panel members will represent their sector, but also provide their own professional experience and views. Their advice will subsequently assist Academi Wales in facilitating the development of emerging

priority leadership skills and capabilities, built on principles of collaboration and partnership.

- b) The Academi Wales Expert Panel builds on a strong foundation of existing stakeholder partnerships, and membership of this Panel will ensure that Academi Wales can continue to drive progress in line with the Wellbeing of Future Generations Act and the First Minister's vision of One Welsh Public Service to enable a joined-up approach to delivering public service improvement.
- c) We can deliver great things in Wales, but only if we work together across boundaries, utilising the expertise and resources we share, and harvesting economies of scale. It is important to build strong and vibrant partnerships between service-providing organisations and the Academi itself.

MEMBERSHIP

- a) The Expert Panel consists of core and ad hoc members. A list of the current core members of our Expert Panel can be found [here](#).
- b) Each core member will identify a deputy to attend on their behalf if and when required. If a gap is identified which requires the appointment of a new member, the Director of Academi Wales will notify the Minister for Finance and Local Government who will endorse the appointment and write to the new member. The Panel can have a maximum of 15 core members.
- c) We are committed to ensuring due consideration to equality, diversity, and inclusion in terms of our panel members.

Ad-Hoc members

Each Expert Panel meeting will consist of a “deep dive” into a specific topic, agreed by the Panel. If the Panel agree that additional expertise, perspectives, lived experience or sectoral/geographic representation is required for a particular debate, ad-hoc members can be invited to participate fully in the discussion.

Quorum

The Panel is considered to be quorate if at least 8 core members (or their deputies) are in attendance.

RESPONSIBILITIES

Academi Wales Expert Panel members will add (and obtain) value by:

- Supporting the strategic direction of Academi Wales by providing advice on sectoral priorities and enabling connection with local networks.
- Debating innovative thinking and creative ideas for potential solutions to priority leadership issues as they arise throughout public services in Wales.
- Promoting engagement of the wider public service in Academi Wales' approaches and activities.
- Being aware of evaluation and return on investment information as ambassadors of effective leadership development.
- Helping guide the research and development activity undertaken through Academi Wales to ensure focused horizon scanning and futures thinking.
- Giving due consideration to equality, diversity and inclusion and actively engaging with a range of stakeholders, including those from protected groups.

CONDUCT

All Panel members are required to follow the “Seven Principles of Public Life” set out by the Committee on Standards in Public Life.

CONFLICTS OF INTEREST

- a) Panel members must ensure that no conflict arises, or could reasonably be perceived to arise, between their public duties and their private interests – financial or otherwise.
- b) Panel members must declare publicly any private interests which may, or may be perceived to, conflict with their public duties. In general, all financial interests should be declared.
- c) Information on potential conflicts of interest could be disclosed to the public under the Freedom of Information Act 2000. By accepting this appointment panel members accept that some, or all of this information may be disclosed.

POLITICAL ACTIVITY

- a) Panel members should be, and be seen to be, politically impartial. They should not occupy a paid party-political post or hold a particularly sensitive or high-profile role in a political party. They should abstain from all controversial political activity and comply with the principles set out in the Welsh Government rules on attendance at Party Conferences and on conduct during the period prior to elections and referendums whether local, national, or European.
- b) On matters directly related to the work of the panel, members should not make political statements or engage in any other political activity.

TERM

- a) Core Panel Members will be appointed for a term of three years with no individual serving longer than six years on the Panel, renewable for a further term on the recommendation of the Chair. There is no automatic presumption of reappointment and there is a strong presumption that no individual should service more than two terms or serve for more than six years.
- b) The Panel Chair will be appointed for a term of three years, renewable for a further term on the recommendation of the Director, Academi Wales. There is a strong presumption that no individual should service more than one term as Chair.
- c) In exceptional circumstances on the recommendation of the Director, Academi Wales, a panel member having served two terms may be considered to serve up to a single term as Chair.
- d) The process for appointment to Chair will be overseen by the Director, Academi Wales, the exact process will be determined as required, including nominations and expressions of interest. The Director of Academi Wales will notify the Minister for Finance and Local Government, who will endorse the appointment and write to the newly appointed Chair.

REMUNERATION

Members are not remunerated for their commitment to this role, and travel and subsistence expenditure should be paid for by the member's employer organisation.

MINISTERIAL INPUT

The Minister for Finance and Local Government will formally welcome new core members of the panel by letter. The Minister will attend the Expert Panel once a year to provide support and input to this important agenda.

PRACTICALITIES

- a) Frequency: Academi Wales Expert Panel will meet approximately every 8-12 weeks for between two to four hours, depending on the topic for discussion.
- b) Location: the location for the next meeting will be decided at each meeting of the Expert Panel.
- c) Minutes: key actions will be captured and shared with Panel members. Verbatim notes will not be taken.