

## **Appendix 2: Draft Terms of Reference for the EAS Executive Board**

The EAS Board will delegate the operational decision making of the consortium to an executive board whose role will be to oversee, support and challenge the work of the regional consortium.

The membership of the EAS Executive Board will be appointed by the EAS Board and should include:

One representative Chief Executive who will also act as the champion of the consortium in the region;  
A nominee of Welsh Government (observer status);

The lead Director of Education;

The Managing Director of the EAS; and

No more than [five] individuals who will be appointed, with the approval of the joint committee, for their expertise in education, leadership and corporate governance drawn from an approved pool of individuals assembled by the WLGA and Welsh Government. Those nominated shall include at least one serving head teacher drawn from a school within the consortium area.

Reporting regularly to the EAS Board, the Executive Board will have delegated responsibility for the implementation of:

- Strategy – executive board members will constructively challenge and contribute to the development of strategy to enable the organisation achieving its goals;
- Business planning – executive board members will consider and recommend an annual business plan to the EAS Board;
- Budget – executive board members will ensure that the business plan agreed is in line with the budget; performance – executive board members will monitor and review the performance of management in meeting assigned goals and objectives and monitor the reporting of performance;
- Self-evaluation and risk – executive board members will need to have arrangements in place to make sure that regional consortia financial controls and systems are robust where necessary this will be reported to individual local authorities; people – executive board members will recommend to the EAS Board appropriate levels of remuneration for the managing director and top team
- And have the prime role in appointing/removing the managing director.

The role of the Chair of the Executive Board will be to:

- Set the agenda for the executive board in conjunction with the managing director and ensure that the board operates effectively;
- Ensure the provision of accurate, timely and clear information for other executive board members;
- Ensure that the executive board operates effectively in all aspects of its role;
- Ensure the provision of accurate, timely and clear information for other executive board members;
- Support effective communication with constituent local authorities and Welsh Government; and
- Facilitate effective contributions from all executive board members and ensure appropriate relationships between executive board members and between executive board members and officers.

The Managing Director and Chair of the Executive board shall attend meetings of the EAS Board.