

Strategic European Officers group – terms of reference

Purpose, to advise upon and deliver the work of the European Strategy Board by:

- 1) Producing monitoring coordinating and communicating the delivery of the regional European strategy
- 2) Updating the Regional European Strategy
- 3) Inputting European element into Single Integrated Regional Strategy
- 4) Developing an awareness of EU opportunities across regional bodies

Aligning of the regional resources available for regional European working, feeding into and supporting the regional strategy (i.e. AWM, WMRA/WMLGA and WMiE).

- 5) Take responsibility for any regional input for 'big issue' policy areas e.g. the EU Budget debate, which fall outside the four policy priorities
- 6) Steer the work of the four priority 'groups' in delivering the strategy
- 7) Work with Regional Councillors, MPs, MEPs, CoR and CLRAE members in delivering the strategy
- 8) Ensuring that the European Strategy board is also aware of the range and impact of European funding activity in the Region.

Strategic European Officers group will carry out its tasks by

In conjunction with the Chair of the European Strategy Board; set the agendas for meetings; which will include regular input to the Board from each of the four European priority working groups, and summaries of EU funding attracted to the region.

- 9) Supporting the European Strategy Board– secretariat function, policy/ agenda setting function
- 10) Commissioning 'occasional' policy papers to give a 'West Midlands' view to EU institutions

- 11) Produce guide/toolkit to regional European services and contacts
- 12) Hold one (or two) annual events, policy/communications/engagement
- 13) Ensuring that European practitioners within the region are engaged with the Strategy and able to contribute to its delivery.

#### Strategic European Officers group membership

The membership needs to strike a balance between:

A level of seniority designed to lift the European Agenda within the region

And a level of inclusiveness which ensures that those who will be carrying out the majority of the work, are engaged

Below is a starting point for discussion

Chief Executive WMRA/WMLGA  
WMHEA  
Director WMiE  
Chairs of priority 'Groups' X 4  
AWM Head of European Policy  
WMLGA – local Authority Chief Executive  
European Advisor WMRA/WMLGA  
EU Connects manager  
AWM Director of European Programmes

Consideration should also be given to inviting representatives of the European Sub regional groups on a regular basis, and relevant policy specialists as appropriate on an occasional basis.

#### Strategic European Officers group modus operandi

The group will meet at least quarterly.

#### Strategic European Officers group – First year activity

Launch the European strategy

Ensure 'groups' are established, work plans and deliverables in place, and in a position to report to the European Strategy board as required

Develop a communications plan for all European activity within the work of the ESB – involving partners – joining up in particular with WMIE AWM and LSC

Consider the big issues for the coming year and allocate resources to develop a West Midlands view where appropriate

Consider major events coming up over the year and ensure relevant individuals are involved and profile achieved