



Midlands Engine Trade & Investment Programme Board

Terms of Reference

1.0 Purpose

The Trade and Investment Programme Group will take forward the Midlands Engine Trade & Investment priorities and projects and support with the effective promotion of the Midlands Engine internationally. The group works closely with DIT and local places to ensure that we continue to use the Midlands Engine brand effectively and appropriately. The Group supports on existing initiatives, identifies and shapes new opportunities, and maintains close links with the other strategic programme groups.

2.0 Membership

Neil Rami, Chief Executive of The West Midlands Growth Company, is the Chair of the group.

Membership of the group will cover a broad mix, with coverage of the geographic footprint of the Midlands Engine. Members will not represent individual organisations but will be at a senior strategic level to be able to represent the wider Midlands Trade & Investment priorities.

The core membership of the group will be selected from five main constituencies (total c. 10-15 members) and will be nominated by their collective constituency:

- Trade
- Inward Investment
- Universities
- Business
- Government (see appendix 1)
- Local Enterprise Partnership

Members should be suitably qualified and prepared to provide both strategic input and to push forward the work of the group through their networks. It is important that members of the group act as ambassadors for Midlands Engine, and that they disseminate information and take forward activity outside of the formal meetings.

Members will be appointed to the group for a two-year period unless co-opted to cover a distinct activity which is time limited.

Members of the Group are required to declare any interests, gifts or hospitality that they have or receive which could influence any decisions they may make as Board members.

3.0 Meetings

Meetings will be quorate when there is 2/3rds of membership in attendance.

The basis of decisions will be by a vote of a majority.

The Chair will be elected by the Trade & Investment Programme Board and ME Executive.

The Terms of Reference will be adopted at the inaugural meeting of this Board.



Minutes and papers will be coordinated by the Chair and circulated at least five days before.

4.0 Main duties

The Midlands Engine Trade & Investment Programme Board will:

- I. To deliver the Vision for Growth Trade and Investment priorities
- II. To develop new projects and ideas to grow the Midlands economy
- III. To work directly with Government and other stakeholders to ensure that the Midlands is the leading region for trade and investment, focused around our strengths and opportunities
- IV. To ensure that the Midlands Engine has a Trade and Investment Strategy, accompanied by region / country specific strategies and to lead implementation, starting with the China Strategy
- V. To maintain a strong portfolio or 'pitch book' of opportunities for investors
- VI. To ensure that the Midlands Engine attracts the best international talent – both as students and the highly skilled
- VII. To maximise funding which support the Midlands' businesses, such as from UKEF

5.0 Reporting procedures

The Trade & Investment Programme Group will report to the Midlands Engine Operating Board.

6.0 Review

The Operating Board will review the Trade & Investment Programme Group's effectiveness on an annual basis and refer its findings to the Executive Board.



Appendix 1

DIT (through its Midlands Team) has three main roles within the Midlands Engine Partnership:

- Providing a link to Government on national Trade and Investment matters
- Providing advice on national Trade and Investment policies and activities to the Executive Board (status: Advisor), Operational Board (status: Member), and Trade & Investment Group (status: Member)
- Acting as a delivery mechanism for specific Midlands Engine Trade and Investment activities which are carried out in addition to DIT's core national activities and aligned to Midlands Engine strategic priorities.

These additional Midlands Engine Trade and Investment activities (eg Trade Missions, Research, and Investment Proposition Development) will be consistent with the overall Midlands Engine Strategy and will be endorsed through the Trade and Investment Group (DIT will table its intentions for Trade & Investment Group debate). They are funded through three sources (sometimes in combination): Partner Contributions, Midlands Engine Core Funding, or from the specific Midlands Engine Trade and Investment Funding allocated to DIT in the 2016 Autumn Statement (£1.2M per year ending FY 19/20).

While DIT will always endeavour to carry out the wishes of the Midlands Engine Partnership, it reserves the right to withdraw from active participation in individual activities should the Midlands Engine Partnership wish to pursue a course of action which is not consistent with Government policy.