



Terms of reference
National Infrastructure Commission for Wales
Preparing Wales for a Renewable Energy 2050 Project Advisory
Group (PAG)

Purpose and priorities

1. The aim of the NICW Preparing Wales for a Renewable Energy 2050 Project Advisory Group (hereafter called the renewable energy PAG) is to:
 - a. Provide support and guidance to the project team(s) to enable them to carry out their work with as much relevant and timely information as possible
 - b. Provide NICW with an additional mechanism of influence, oversight and reporting back to the Commission via Commissioner membership of the PAG

Responsibilities

2. Members of the NICW renewable energy PAG are responsible for:
 - a. Refining and agreeing the scope, vision and progress of the NICW renewable energy project
 - b. Agreeing monitoring and evaluation criteria to monitor the project's progress
 - c. Proactively identifying and sharing activity and issues of relevance to help the renewable energy project team inform their work with comprehensive and up-to-date information from within Wales, and from wider UK strategic issues
 - d. Where relevant, supporting work to develop and disseminate information on the project, including championing the work of the NICW renewable energy project
3. NICW is responsible for:
 - a. Coordinating the work of the NICW renewable energy PAG by providing the secretariat and Commissioner(s) to Chair and help support the renewable energy PAG in its purpose
 - b. Delivering agreed project outputs, to be determined within the scope of the NICW renewable energy PAG

Membership

4. The Chair of the group is appointed by NICW.
5. Members of the NICW renewable energy PAG will be appointed by NICW. Members are appointed as individuals and deputies are not accepted.
6. The group aims to benefit from the expertise of a diverse, broad cross-section of experts from the private sector, public sector, third sector and academia.
7. We expect that the duration of the project will be approximately twelve months, and that the PAG will have a similar lifespan (project plan/timetable to be attached).

Accountability

8. The NICW renewable energy PAG will report to the monthly NICW meetings through the Commissioners.
9. Members of the PAG will make timely, full and open declarations of any conflicting interests or perception thereof, which may hinder their effectiveness in the context of their role within the PAG.
10. Terms of reference can be considered for review by the renewable energy PAG if the project lifespan extends beyond twelve months, or where circumstances of project delivery differ significantly from those defined at the outset.

Ways of working

11. The NICW renewable energy PAG will meet virtually (online), roughly monthly.
12. Meetings should be scheduled for no longer than two hours.
13. Additional meetings may be convened as required to further the purpose.
14. Agendas and papers for meetings will be generated by NICW with as much notice as possible before a meeting.
15. NICW will provide a summary record of the meetings and agreed actions, and circulate the notes to the PAG once they have been agreed by the Chair.
16. Notes of meetings are confidential and should not be shared beyond membership of the group.

17. Where members of the group have agreed responsibility for pursuing actions agreed, they should report back to the PAG Chair.

18. Membership of the PAG is a voluntary position; NICW is unable to provide remuneration for attendance.

NICW

July 2022