

Arts Council of Wales

Terms of Reference

# Future Generations Committee

May 2020

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Council's work is initiated, managed and monitored by Council itself and a series of Committees to which Council delegates certain powers. Committees are subordinate to Council within the Governance structure. Other than those areas where Council has delegated defined tasks and/or authority to act, Committees have an advisory role. They report to Council on the performance of those activities that fall within the remit of each Committee. Committees will also bring to Council's attention any issues of concern, or areas for improvement.

There are seven Committees with delegated powers. They are: Audit & Risk Assurance Committee, HR and Remuneration Committee, Capital Committee, Strategic Equality Committee, Welsh Language Committee, Future Generations Committee and Health and Safety Committee. One Advisory Committee also report to Council: Wales at Venice Advisory Committee.

The specific remit of this Group is set out below. Following the approval of the Monitoring Group terms by Council in May 2020, this updated version reflecting the Group's revised Committee status was approved by Council in October 2020.

## Role of the Committee

1. To review, monitor and contribute to the development of policies and procedures that enable Council to practice sustainable development itself.
2. To assist Council and its officers in ensuring that its activities in this area are consistent with the ambitions of the Welsh Government's Well-being of Future Generations Act.
3. To assist Council and its officers in embedding the sustainable development principle as a routine aspect of Arts Council of Wales' investment, processes and programmes of work.
4. To contribute to the monitoring of Arts Council of Wales' compliance with all relevant statutory and regulatory requirements, including any associated general and specific duties, including monitoring of environmental factors.
5. To advise on the development, implementation and monitoring of specific developmental projects.
6. The Committee will ensure that these functions are adhered to through the adoption of the following:

- a. Active oversight of the effectiveness of the Arts Council of Wales’ activities in demonstrating a commitment to sustainable development as a fundamental governing principle
- b. Monitoring implementation of the requirements of the relevant legislation (including the Combined Impact Assessments)
- c. Advising on initiatives that assist in the training and professional development of Arts Council of Wales staff
- d. Providing advice and guidance on sustainable development matters for the benefits of artists and arts organisations
- e. Making recommendations to SLT and Council on any of the above

<b>Chair</b>	Lhosa Daly, Council Member
<b>Membership</b>	Membership will include staff representative of all teams within the organisation, including a member of Senior Leadership Team, up to 2 additional Council Members and up to 2 independent members.
<b>Quorum</b>	Any 5 members of the Committee, of which at least 1 must be a Council Member. Any member may act as Chair in the absence of appointed Chair.
<b>Accountability</b>	<p>Ultimate responsibility for policy and procedure in this area remains with Council. The group has no delegated powers, but is expected to liaise with Council and its Senior Leadership Team.</p> <p>The conduct of the group members – individually and collectively – is bound by the Council’s ethical code as outlined in the Code of Best Practice.</p>
<b>Meetings</b>	These will be quarterly as a minimum with additional meetings scheduled as and when necessary. Meetings will be scheduled to allow subsequent timely reporting to the next Council meeting.
<b>Papers</b>	To be circulated to the Group beforehand whenever possible, via email and stored electronically within the Council’s electronic data and records management system.

- Reporting** Minutes of the Committee will be presented to the Senior Leadership Team and Council. The Committee will also produce an Annual report for approval by Council that details:
- The work of the Committee during the year
  - Arts Council of Wales' performance against the objectives and targets set out in that year's Action Plan
- Minutes & Records** All documentation relating to the Committee will be filed electronically within the Council's electronic data and records management system.
- Updated:** This document is reviewed for accuracy on an annual basis and this version was approved by Council in May 2020.