



## Rural Sector Working Group (RSWG) (Working Group to SELEP)

### Terms of Reference

#### Aims and Objectives:

- **Bring together all parties involved in the rural sector** (including rural businesses, farmers and landowners, environmental and community organisations, tourism and heritage groups, local authorities and government agencies) to drive Rural Economic Development. Work collaboratively to promote rural growth priorities and, assembling evidence, identifying obstacles and finding solutions.
- **Support Rural Growth Ambitions** - SELEP to provide support and advocacy for rural regeneration; helping to link rural areas to the regional economy and to support work to help improve the economic health of the rural sector.
- **Work with partners to identify rural priorities** - the SELEP Rural Strategy and refreshed Strategic Economic Plan provide the framework for focusing on agreed priorities. Meet with partners to establish key priorities and identify actions for each of these to provide pragmatic and tangible outcomes to support their delivery.
- **Review funding and bidding opportunities**  
Identify bidding opportunities based on funding programmes available.
- **Apply for Sector Support Funding to develop a rural action plan/ issues papers.**
- **Input into SELEP strategies and provide feedback.**
- **Promote best practice**  
Support meetings by sharing best-practice and information to improve rural propositions.
- **Look across LEP boundaries**  
Look at the plans and proposals of neighboring LEPs and their impact in preparing for growth in their rural sector e.g. key findings and recommendations of the South West Rural Productivity Commission

#### Operation:

Members of the group will:

- Attend each meeting, or if unable to attend, endeavour to send a representative
- Inform the organisation they represent of progress made by the Working Group and consult them on key issues and recommendations

- Treat any information received and discussed with sensitivity and where appropriate in confidence
- The group will meet bi-monthly (subject to change as deemed necessary or review). Meetings will be held in a central location or suited to the topic being discussed.
- Tasks from each meeting will be agreed by the RSWG and will be reviewed at each meeting.
- The group will act in accordance with the business practices of SELEP in aiming to be light touch and agile in its operation.
- Members agreeing to undertake tasks will liaise with the group where necessary and feedback progress.

### **Membership:**

- RSWG to be a rural membership drawn from representative organisations in the SELEP area.
- The Chair does not commit to a fixed length of term and is a senior rural economic development representative.
- The agenda will be circulated in advance of each meeting to ensure appropriate representation; a minimum of 5 working days prior.

### **Decision Making:**

- This group operates as an advisory and influencing panel and does not hold any mandate in decision making.
- Agreed recommendations will be managed in accordance to SELEP Governance
- Where decisions are within delegated thresholds they will be taken locally (by contracting authorities) or centrally (by the SELEP Secretariat).

### **Support:**

- SELEP will offer support in terms of administrative duties, advice or endorsement of projects undertaken by the RSWG.

### **Prospective Membership:**

Chair: Graham Peters, Vice-Chair, SELEP

Vice Chair: TBC

**Secretariat:**

Georgina Button, SELEP

Supported by Stuart Gibbons, Rural Sector Solutions

**Publication**

- In accordance to SELEP Governance, notes of the meeting will be publicised on the SELEP website, these may be in the format of a PowerPoint or word document.

**Whistleblowing Policy**

- All members must read SELEP's Whistleblowing Policy. This Policy provides a framework for its Board Members, Officers, those working for the SELEP, members of the public and third parties to report concerns or perceived wrongdoings within the SELEP which they believe are in the public interest and may relate to illegal, improper or unethical conduct.



Whistleblowing  
Policy.pdf

**Note:** These terms of reference to be approved (subject to minor amendments which have been incorporated) March 2018 and will be reviewed September 2018.