

## **Scottish Energy Advisory Board (SEAB) Terms of Reference Update**

### **Aim**

To be a forum for strategic discussion; identifying the current and future challenges and opportunities across Scotland's energy landscape and provide support to the Scottish Government in the development and delivery of Scotland's refreshed Energy Strategy.

SEAB will also work collaboratively with the four Strategic Leadership Groups and other relevant stakeholders to deliver transformational action towards a green economic recovery and net-zero, ensuring synergies between the Strategic Leadership Groups are identified and implemented.

### **Key Roles**

- Provide strategic support to the Scottish Government in the development and delivery of Scotland's refreshed energy strategy
- Provide strategic level collaboration and communication on key issues facing the energy sector
- Understand and articulate the Scottish industry view on these issues
- Inform and test existing and developing policy
- Through the business champion mechanism, explore ideas with industry and stakeholders to inform and develop pathways towards the Scottish Government's net zero targets whilst ensuring a Just Transition
- Enable rapid response to changes in the operating environment
- Initiating actions for discussion and providing advice to Government and themed groups.
- Implementing and co-ordinating action of themed groups to inform policy.
- Recognise and encourage the benefit of collaboration opportunities for industry across Scotland's universities, colleges, government agencies and local authorities

### **Guiding Principles**

Central to the operation of the Board is a private and public sector partnership which is dedicated to understanding the issues facing the sector in Scotland, and vocalising the Scottish view in an outcome focused manner.

Decisions will be made for the benefit of the energy sector and the overall Scottish economy. For the purpose of this document, the energy sector is defined using the four key groups: Energy Generation, Network Infrastructure, Consumers and the Energy Supply Chain.

### **Working Practices**

- The Scottish Energy Advisory Board will be chaired by The First Minister and Jim McDonald, Principal, University of Strathclyde (co-chair).
- The secretariat function will be provided by the Scottish Government.
- The Board will meet four times per year
- The agenda will be constructed by the Board secretariat in consultation with its members and subject to the agreement of its Chair and Co-Chair. Prior to meetings, all members will be invited to contribute to the agenda.
- Board meetings will be held in private, however in general, meeting papers, including meeting notes will be made public once they are in final agreed form. Exceptions to this may arise on occasion, with the agreement of the Board Chair. Notwithstanding this approach, the Scottish Government as with other public sector bodies, remains subject to Freedom of Information legislation which will apply to all information held about the work of the Board.
- The Board membership will be constructed so as to contain members from key organisations, including the Scottish Government, Scottish Enterprise, Highlands and Islands Enterprise, and from industry and the STUC.
- Membership will be based on representation from organisations, not specific individuals
- Members will not send substitutes, but may ask another member to represent their interests.
- The membership will be reviewed every 2 years by organisation, not by individual
- New members will be appointed by the Chair in consultation with the Co-Chair.
- The Board will not commission further work, but may make recommendations about how to take forward such work, using workgroups, facilitators, consultants, etc. Where such recommendations are made, we will seek to ensure the work is carried out through partner organisations in a manner which meets both their objectives and those of the Board
- The Board will give strategic direction to the work of the four Strategic Leadership groups and support them as necessary.
- The Board will agree its press releases and communication materials.

# Scotland's Energy Sector: Definition

