

BRITISH COUNCIL SCIENCE AND ENGINEERING ADVISORY GROUP TERMS OF REFERENCE

General

1. The British Council's Science and Engineering Advisory Group is one of four Sector Advisory Groups that cover the main subject areas from which the British Council requires external input and advice in order to fulfil its remit. The other Sector Advisory Groups are:

English
Arts
Education and Governance

2. The formation or disbandment of the Science and Engineering Advisory Group is the responsibility of the Chief Executive. It is a forum for advice and advocacy and has no formal governance status or executive powers.

Purpose

3. The Science and Engineering Advisory Group recognises and supports the British Council in its Mission: *To build mutually beneficial relationships between the UK and other countries and to increase appreciation for the ideas and achievements of the UK.*
4. It also supports the British Council in meeting the UK's international priorities.

Role

5. The Science and Engineering Advisory Group will draw on the particular experience, knowledge and skills of its members in order to:
 - comment on opportunities, trends and issues of long-term strategic importance for the British Council
 - support the British Council in developing large scale global initiatives by acting as a sounding board and by stimulating new ideas
 - provide up to date information on major developments within the UK and help the British Council establish contact with relevant individuals and organisations
 - act as advocates of the British Council in the UK
 - participate as appropriate and required in supporting specific British Council projects/initiatives

Membership

6. The Science and Engineering Advisory Group will consist of a maximum of 12 people, including the Chair.
7. Members are invited by the British Council to join the Science and Engineering Advisory Group as individuals rather than as representatives of an organisation.
8. The British Council seeks to secure a complementary range of experience and knowledge across the Science and Engineering Advisory Group.
9. The British Council seeks to ensure that the Advisory Groups as a whole reflect as far as possible the diversity of UK society.

Meetings

10. The Science and Engineering Advisory Group will meet formally twice a year, once in October and the second time in June. The dates of these meetings are fixed well in

advance and members are expected to participate. Other informal meetings can be arranged as appropriate.

11. The meeting in June will involve all four Sector Advisory Groups and will be attended by representatives of the British Council Senior Management and Global Leadership Team.
12. The Chair will help to ensure that the meetings will be open and stimulating. Members will have the opportunity to offer views on the direction of the British Council's work as well as commenting on decisions already taken.
13. After each meeting a report will be prepared and distributed internally and to members of the Advisory Groups.

Links with British Council

14. The Secretary will be the principal British Council contact for the members and act as a link into the organisation.
15. The British Council will ensure that members have the tools and information to participate actively and constructively in discussions.
16. The British Council will aim to keep members informed of how their ideas and recommendations have influenced British Council thinking.
17. The British Council will aim to provide members with opportunities for professional networking
18. The British Council will seek to provide opportunities for members to become familiar with the activities of British Council offices overseas.