

Telecoms Supply Chain Diversification Advisory Council Terms of Reference

1. Introduction

1.1. This document has received approval from the Minister of State for Media, Data, and Digital Infrastructure, Department for Digital, Culture, Media and Sport (DCMS).

2. Role of the Telecoms Supply Chain Diversification (TSCD) Advisory Council

2.1. The TSCD Advisory Council is a non-statutory advisory committee of independent members set up to provide advice to the government.

2.2. Its purpose is to provide ongoing advice to the Government on telecoms diversification, in particular to advise on the implementation of the 5G Supply Chain Diversification Strategy.

2.3. The TSCD Advisory Council will:

- a. Advise DCMS and wider government on priorities, opportunities and challenges as we diversify the telecoms supply chain;
- b. Provide a forum for open dialogue and the exchange of ideas between industry, academia and government;
- c. Share relevant research, business expertise and updates from the telecoms sector with ministers and government.

3. Membership

3.1. Members will sit on the Council in a personal and voluntary capacity, not representing their organisation or any affiliation (though are expected to draw on their professional experience as appropriate).

3.2. The Chair of the Council may seek support from one or more members of the Council in fulfilling his/her duties, including leading Council discussions on specific issues, planning of agendas and driving forward the work of the Council between formal meetings.

3.3. Members of the TSCD Advisory Council will join by invitation of the Minister of State for Media, Data, and Digital Infrastructure, Department for Digital, Culture, Media and Sport.

3.4. Members are invited to sit on the Council for 18 months, which constitutes one term. Membership will be reviewed regularly by the Chair and DCMS officials to ensure engagement, expertise and emerging areas of priority are covered by appropriate Council membership.

3.5. The Council will meet at least four times a year. Members are expected to attend the majority of Council meetings and cannot send deputies to attend in their place.

3.6. All members of the TSCD Advisory Council are expected to follow public service values, for example:

- a. Following the Seven Principles of Public Life (Annex A); and
- b. Not misusing information gained in the course of their activity for personal gain or for political purpose, nor seeking the use of the TSCD Advisory Council to promote their private interests or those of connected persons, firms, businesses or other organisations.

4. Ways of working

4.1. The TSCD Advisory Council will be supported by a small Secretariat formed of civil servants from the Department for Digital, Culture, Media and Sport. The primary function of the Secretariat is to support the Council by arranging and minuting meetings, facilitating and coordinating papers and providing guidance to the Council.

4.2. Agendas will be set by officials from the Department of Digital, Culture, Media and Sport, on the advice of the Chair and with input from Council members.

4.3. Officials from the Department of Digital, Culture, Media and Sport will attend Council meetings to provide information to inform the Council members' discussion as well as to provide the Secretariat function.

4.4. The Chair may, from time to time, extend an invitation to other individuals to attend meetings, based on the agenda items before the Council.

5. Media engagement

5.1. If a member of the TSCD Advisory Council is approached for an interview/media on behalf of the TSCD Advisory Council this should be referred to the Secretariat for advice. The chair of the TSCD Advisory Council has overarching responsibility for media contact that members may have in their capacity as members of the TSCD Advisory Council.

5.2. If a member is speaking or writing in a personal or professional capacity to the media and identified as a member of the TSCD Advisory Council, it should be made clear that the individual's view is not necessarily that of the TSCD Advisory Council and that the TSCD Advisory Council does not represent Government policy.

5.3. Members may be called upon to speak on telecoms supply chain diversification policy issues.

5.4. Membership of the TSCD Advisory Council is available on GOV.UK.

Annex A: The Seven Principles of Public Life

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under an obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for doing so.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.