



## **D2N2 BUSINESS GROWTH ADVISORY BOARD**

### **TERMS OF REFERENCE**

#### **1. PURPOSE**

To contribute to the D2N2 Strategic Economic Plan ambition that by 2030 D2N2 will have a world class innovation-led, highly productive economy with a global reputation for manufacturing excellence.

The main purpose of the Business Growth Board will be to ensure that businesses across D2N2 are supported to maximise their potential for growth and productivity, by providing a focus for co-ordinating the support provided across the area and informing the design of future support.

The Business Growth Board will specifically lead on overseeing delivery of the D2N2 Growth hub on behalf of the D2N2 Board.

#### **2. ROLES AND RESPONSIBILITIES**

The Business Growth Board will lead on:

1. Achieving the overall aims and objectives of the D2N2 Growth Hub by providing advice on delivery to boost productivity and growth within the D2N2 SME base;
2. Making strategic links between the Growth Hub and other organisations delivering support to businesses to improve the co-ordination of business support across D2N2;
3. Capturing business intelligence on the needs of businesses to unlock productivity, to shape and enhance the provision of business support through the Growth Hub and other delivery partners;
4. Being intelligence led by providing a specific focus on implementing and monitoring mechanisms that allow the Growth Hub to capture insight and intelligence from its activity to ensure it remains effective in achieving its overall goal for improving growth and productivity;
5. Providing wider stakeholder engagement to ensure improved alignment of future business support delivery.

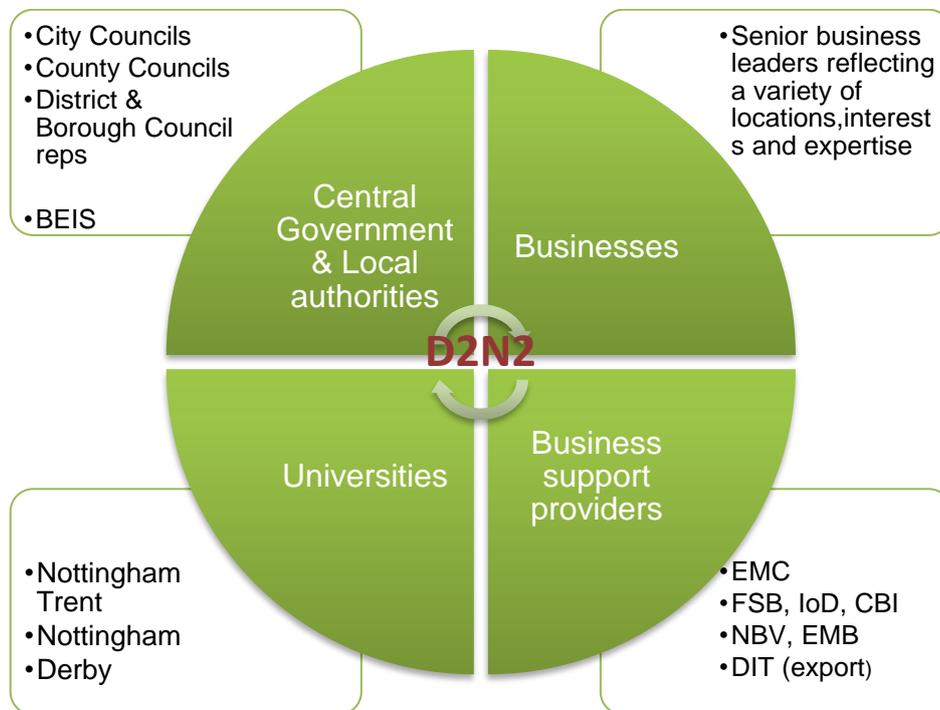
### 3. MEMBERSHIP

The Board will be Chaired by a private sector member of the D2N2 LEP Board, who will also appoint a Deputy Chair from the Business Growth Board for continuity.

Business Growth Board Members have been invited from public and private sector organisations that can support the aims of the Business Growth Board.

Membership decisions have taken into account the potential for conflicts of interest and state aid issues in case of service design and delivery.

An overview of proposed Board membership is below with numbers to be agreed:



**Figure 1: Business Growth Board Membership overview**

### 4. MEETINGS

Meetings will be held quarterly and dates will be planned for the calendar year ahead. Additional engagement may be requested of Members or their colleagues in working groups or events during the same period.

### 5. SUB-GROUPS

The Chair can determine if any sub-groups or task and finish groups need to be set up to oversee specific work streams in support of the role of the Business Growth Board.

The Growth Hub Executive Board will feed in to the Business Growth Board.

## **6. ATTENDANCE POLICY**

All members will be expected to attend meetings, other than in exceptional circumstances. Any member failing to attend for three consecutive meetings will be invited to consider their ongoing membership.

## **7. ACCOUNTABILITY**

The Business Growth Board is directly accountable to the D2N2 LEP Board. It will be chaired by a private sector representative of the D2N2 Board with lead responsibility for the Business Growth agenda. The Chair will also appoint a Deputy Chair for continuity.