**Business Growth Committee**

**Draft Terms of Reference**

**Membership**

The Business Growth Committee consists of the following voting members:

▪ One member of the LEP Board, one of whom will be Chair

▪ Two representatives of the Local Authorities

▪ No less than 5 representative of businesses from Cheshire and Warrington

Membership of the Board will be reviewed on an annual basis.

**2. Quorum**

Four voting members one of whom must be a LEP Board member

**3. Frequency of meetings**

Monthly initially with a review in March 2020

**4. Role and responsibilities**

Business Growth Strategic leadership, a mechanism to support strategic vision and leadership across business growth and business support in C&W. The focus will be on matching business demand to the supply of business support/influencing policy decisions. Ensuring strong private sector leadership/representation and supported by public stakeholders with the ability to make decisions and influence others. This will be achieved by the following:

* Define and deliver a high-quality support offer in line with Government contract
* Develop local insight to identify priorities to inform ‘proactive/targeted’ business-support provision and of course identify/respond to gaps
* Collaborate with partners to ensure a ‘no wrong door’ approach with shared intel and service standards
* Agree more appropriate (locally driven) KPIs that will highlight meaningful impact and efficiency of our collective work
* Celebrate the impact of joint working through case study to reinforce team culture

* Considering performance monitoring and evaluation reports including financial reports
* Considering re-profiling of the programme if required to ensure optimum outcomes are maximised
* Establishing and overseeing working groups as required
* Regular reporting of progress to the LEP Board and BEIS