Business Peak District

Terms of Reference 2024

1. **Name of Association**: Business Peak District
2. **Area**: The Peak District including all of the areas covered by Derbyshire Dales and Staffordshire Moorlands District Councils, High Peak Borough Council and the Peak District National Park.
3. Our **Vision** is that the Peak District will be a distinctive, high quality, rural environment with an enterprising, growing and sustainable economy in which businesses act with a social and environmental conscience.
4. **Values**: we encourage our members to be **innovative**, **inspiring**, **inclusive**, **accessible**, **sustainable** and **supportive** of the **communities** and **environment** within which they operate.
5. **Aims**:
    - **To stimulate business growth, enhance productivity and create higher quality jobs**
    - To strengthen the Peak District economy based on existing and emerging business sectors; capitalise on the special qualities and distinctiveness of the Peak District; and develop opportunities arising from mutual working amongst businesses and partnerships with local and national government
    - To link with and influence the public, private and third sector local and regional bodies and organisations whose decisions impact the Peak District's business community, notably the East Midlands Combined Authority
    - To provide a voice for businesses in the Peak District
6. **Priorities**: Business Peak District is committed to the following priorities as set out in its Concordat:
    - Support businesses in the Peak District to be **innovative**, **inspiring**, **inclusive**, **accessible**, **sustainable** and **supportive** of the **communities** and **environment** within which they operate.

- Lobby alongside other organisations to ensure that businesses in the Peak District are in a position to benefit from both **transport** and **digital connectivity**.
- **Promote Peak District businesses** and the part they play in creating the identity of the Peak District, whilst promoting the area as a place to establish and grow a business
- Liaise with the public private and third sector to bring forward **development sites** for both new start and grow-on businesses
- Support the roll-out of **effective business support programmes** that are needed to help businesses launch and grow within the Peak District
- Support initiatives which encourage the Peak District's business community to provide **employment and career opportunities** for the local population and especially young people, including via apprenticeships.

7. **Approach:** Business Peak District endeavours to work proactively with its members, the wider business community and other organisations at a local, regional and even national level, in order to deliver outcomes aligned to the aims and priorities referenced above.
8. **Activities:** Business Peak District engages with its members via social media channels, regular e-communications and quarterly networking events.
9. **Associates**: Business Peak District is an association of like-minded businesses (Associates) who share its Vision and Values.
10. **The East Midlands Chamber of Commerce is the Accountable Body for Business Peak District**. The agreement took effect 24th January 2020 and shall be renewed annually.
11. **Business Peak District Board:** the Association will be managed by a Board comprising:

    - **a minimum of 10 and up to 14 members representing the Peak District's business community**, with the option to co-opt up to three further members at any one time
    - **representatives of partner organisations**

    Only those in the first of these 2 groups will have decision-making authority to elect the Chairperson and Vice-Chairperson and if required a Treasurer.

    The Board will:
    - meet at least four times a year.
    - reach decisions wherever possible by consensus. Where this is not possible, decisions will be made by a simple majority vote of the 10 to 14 members representing the Peak District's business community, plus any co-opted

members. Each eligible member will have one vote. In the event of a tie, the Chairperson presiding at the meetings will have a second or casting vote.

- be provided with secretarial support from the Accountable Body or one of the partner organisations.
- require half of the total number of board members representing the Peak District's business community and co-opted members to be present at a Board meeting in order for it to be quorate.
- have the right with good reason, and if agreed by majority, to deny any association to, or withdraw any association from, any Associate or would-be Associate of Business Peak District. (Any person denied association has the right to appeal against the decision in writing within 14 days of their being notified that he or she has been denied association.) Any appeal will be considered by the Board.
- Have the right to amend these terms of reference if the Board agrees that it is in the best interests of the Association and the furtherance of the Aims to do so.
- Have the right to dissolve the Association if for financial or other reasons the Board decides that this is the most appropriate course of action.
- Any personal or prejudicial interests of Board members should be declared on any item of business requiring a decision.

12. The Chair and Vice Chair will be elected by Board Members for a term of five years, before they are required to stand down, or put themselves forward for re-election.

13. **The specification of the role of Board Members is**:
    a) To provide unique attributes that contribute to the development and progression of Business Peak District (BPD)
    b) To discuss and develop the strategic plan of BPD to meet the needs of its members
    c) To review BPD's performance against its plan on a regular basis
    d) To work collectively with other members of the Board to give support to the Chair of the Board to ensure the smooth running of all aspects of BPD activities
    e) To be an effective ambassador of BPD
    f) To consider and approve the BPD Annual Report for presentation to the members at the Annual Conference
    g) To participate at least 75% of Board meetings and the Annual Conference
    h) To participate in at least one working sub-group of the Board, including taking on the role and responsibilities of chairing such working sub-groups
    i) To discuss and develop the Board's Terms of Reference (ToR), whilst regularly reviewing the ToR to ensure their continued relevance
    j) To support the activities of BPD in any way they are able.

14. **The specification of the role of partner organisation representatives is**:
    a) To support Board Members in understanding the ever-changing policy context for businesses operating within the Peak District, and to share business intelligence as appropriate.
    b) To support Board Members in devising and implementing BPD's strategic plan
    c) To input into the review of BPD's performance against its plan
    d) To work collectively with other members of the Board to give support to the Chair of the Board to ensure the smooth running of all aspects of BPD activities

k) To promote the work of BPD across their networks
l) To consider an Annual BPD Report ahead of its presentation to BPD members at the Annual Conference
m) To participate at least 75% of Board meetings and the Annual Conference
n) To support Board Members in devising and implementing the Board's Terms of Reference (ToR), whilst inputting into the regular review of BPD's ToR to ensure their continued relevance
o) To support the activities of BPD in any way they are able.