

Dynamo North East Advisory Board

Terms of Reference

1. Aim of the Advisory Board

The aim of the Dynamo North East Advisory Board is: *To provide insight for growing the North East tech economy, strengthening the regional digital innovation ecosystem and identify shared challenges to overcome.*

2. Composition of the Advisory Board

The Advisory Board will comprise the following member structure:

- Maximum of 13 industry representatives from Dynamo member companies. Of these, 2 will be representatives of industry from outside of the North East ecosystem (not required to be Dynamo Members)
- 1 representative of the region's Further Education (FE) establishments. This member will be required to solicit and represent the views of wider regional FE establishments at meeting plus feedback information from meetings.
- 1 representative of the region's Higher Education (HE) establishments. This member will be required to solicit and represent the views of wider regional HE establishments at meeting plus feedback information from meetings.
- 1 representative from the Dynamo Youth Advisory Board. If this is not established a youth representative can be co-opted on a meeting-by-meeting basis.

3. Functions of the Advisory Board

The Group will perform the following functions:

- Highlight opportunities and threats for the North East Tech ecosystem.
- Horizon scan global technology trends and economies to provide future insights of the industry.
- Deep dive into specific topics to provide detailed insights as required.
- Provide ideas for Dynamo activities with wider members.

Discussions from the advisory board will be recorded and summarised into a quarterly report to be shared with the Dynamo members and wider as required. Any sensitive information will not be shared.

4. Proceedings of the Advisory Board

The Advisory Board will adopt the following procedures:

- The board will meet quarterly, in-person with each meeting lasting ½ day
- At least 4 weeks notice will be given prior to meetings
- The board will be chaired by a recruited chair who will have a term of 2 years.
- The Chair will call meetings by giving at generally 4 (but at least 2) weeks prior notice.
- The board members will be selected through an open recruitment process involving the Chair and/or Dynamo Directors.
- Board members will serve a maximum of 2 years on the board and will not be eligible for further recruitment for another 3 years.
- Board members from FE or HE will have to evidence representation of wider FE or HE institutions as required.
- The Board will be attended by the CEO or Director in their place
- The board will be attended by other Dynamo Directors and staff as required
- All roles are voluntary and unremunerated