

TERMS OF REFERENCE FOR BURGESS HILL GROWTH PROGRAMME BOARD

The aim of the Burgess Hill Growth Programme Board is:

To manage the effective, efficient, and timely delivery of the strategic growth location at Burgess Hill, and the necessary associated infrastructure, in line with the District Deal, Coast to Capital Strategic Economic Plan, the Greater Brighton City Deal, the Mid Sussex District Plan and the Burgess Hill Town Wide Strategy.

The Role of the Growth Programme Board is to:

- Monitor progress of the programme as a whole to ensure the successful delivery of the programme's agreed benefits
- Resolve programme and project issues escalated to the Programme Board by the Burgess Hill Project Managers' Group
- Monitor risks and agree mitigating actions as required
- Escalate issues and risks to the Burgess Hill Leaders' Growth Board as required
- Report progress to the Burgess Hill Leaders' Growth Board.

Membership shall comprise:

- Chair – Mid Sussex District Council (MSDC) Chief Executive

- Mid Sussex District Council:
 - Assistant Chief Executive
 - Heads of Service
 - Divisional Leader for Planning and Economy
 - Regeneration and Economy Programme Manager

- West Sussex County Council:
 - Executive Director of Economy, Planning and Place
 - Strategic Manager for the Economy and/or Growth Programme Delivery Manager

Meeting frequency:

The Growth Programme Board will meet monthly, with additional meetings held with the agreement of the Chair.