

BUSINESS ADVISORY BOARD

(The BAB)

*"Assisting your business to achieve
its optimal performance."*



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Delivering a quality advisory service to a select group of businesses

What is a Business Advisory Board?

BUSINESS DRIVING BUSINESS

A Business Advisory Board is a group of external advisors who bring fresh strategic thinking and objective perspectives and whose function is to offer high quality expert advice to selected businesses to assist them to achieve their full potential.

It is not a governance board, it does not have the fiduciary responsibilities of a governance board and thus it cannot instruct nor direct the client nor does it have power of veto (and is not liable for any decisions/outcomes arising from its advice). Nor is it a management committee. It has no operational functions.

Its name reflects its role – business advisory board.

The scope of the Business Advisory Board's advice is wide and as part of this it may offer advice in areas that relate to but are not initially deemed to be part of the issue(s) immediately at hand.



Why has Nature Coast Enterprise Established a Business Advisory Board?

BETTER DECISIONS, BETTER RESULTS

For some time the business advisory team at Nature Coast Enterprise has noticed the difficulty for some small – medium size businesses who are ready to take the next step in their development but need expert advice how to do it.

To address this Nature Coast Enterprise has created a new advisory service that will offer independent advice to these businesses on how they can do this.

The service is based on the Institute of Directors model and it will be known as the Nature Coast Enterprise Business Advisory Board (BAB).



The Nature Coast Enterprise Business Advisory Board

*ASSISTING YOUR BUSINESS TO ACHIEVE
ITS OPTIMAL PERFORMANCE*

The Business Advisory Board services will help businesses to achieve their optimal performance by advising on how they can:

TAKE THE NEXT STEP

The Business Advisory Board will offer advice to businesses owners, their senior managers and governance boards about taking the business to the next step of its development.

IMPROVE THEIR DECISION MAKING

In taking the next step the Business Advisory Board will assist business owners, their senior managers and governance boards to evaluate options and make the right decisions.

PLAN AND MANAGE IMPROVEMENTS EFFECTIVELY

Improvements that result in change or new developments are stressful and the Business Advisory Board will be able to suggest strategies on ways to plan, manage and implement improvements effectively.

IMPROVE THEIR PERFORMANCE

As part of the process of taking the next step the Business Advisory Board will help the business to follow through and implement the actions that need to be undertaken for business growth. The Business Advisory Board will help the business (including staff) to stay on track ensuring results are measured and assessed and performance targets are achieved.

How the Business Advisory Board Works

*THE BUSINESS ADVISORY BOARD CONSISTS
OF A FOCUSED TEAM OF A CHAIR AND
TWO – THREE ADVISORS*

APPLICATION FOR THE BUSINESS ADVISORY BOARD'S SERVICES

The business will apply through a formal application process to the Business Development Manager of Nature Coast Enterprise. This application will be vetted by the Steering Group comprising two consultants and the NCE Business Development Manager.

There will be contracts to sign for the Client and the members of the Business Advisory Board to ensure confidentiality and no conflict of interests.

MEETINGS

There will be a minimum of two meetings between the Client and the Business Advisory Board and a maximum of six meetings although the latter can be renegotiated if deemed necessary by either the Business Advisory Board or the Client.

The first meeting is for the Business Advisory Board to familiarise itself with the business, identify issues and assess options. The aims of the second and subsequent meetings are to present, discuss and advise solutions. The overall aim is to reach a conclusion that is in the best interests of the client's business but within an acceptable timeframe.

The first meeting will be at the client's business premises. The second and subsequent meetings may be held at the client's business premises or at the Nature Coast Enterprise premises either in Levin or Lindale.

How to Apply

*THE BUSINESS ADVISORY BOARD WORKS WITH
BUSINESS WHO ARE COMMITTED TO
SUSTAINED PERFORMANCE*

BUSINESSES WHO WISH TO APPLY TO USE THE BUSINESS ADVISORY BOARD'S SERVICE

Businesses who wish to apply for the services of the Business Advisory Board must contact the Business Development Manager of Nature Coast Enterprise who will discuss the criteria with them. As part of this Nature Coast Enterprise expects all businesses who apply for the services of the Business Advisory Board must be serious in their intent to grow and prosper in the Nature Coast area of Kapiti Horowhenua and to show evidence in support of this (a vision statement, business plan and set of accounts for the last three years).

The applicant business will complete a form and lodge it with the Nature Coast Enterprise to process. Upon receipt of the fee for the initial meeting, successful applicants will be assigned a Business Advisory Board whose Chair will make contact with the client to arrange the initial meeting. To ensure lines of communications are clear and consistent the Chair will be the sole liaison between the Business Advisory Board and the client.

TO BECOME A MEMBER OF THE BUSINESS ADVISORY BOARD

Nature Coast Enterprise is encouraging business people in the community who have had a wide range of experience in senior positions in the business world (nationally or internationally).

Each potential member of the Business Advisory Board is asked to complete a simple form about their qualifications, sector experience and availability.

Members of the Business Advisory Board are chosen to go on a particular board based on the needs of the applicant business.

Schedule of Fees

FREE ADVICE IS WORTH THE PRICE

Each Business Advisory Board member \$300 per meeting,
Chair \$400 per meeting.

Nature Coast Enterprise \$100 for services to the Business Advisory Board. (All prices are GST exclusive).

Fees are to be paid in advance.

CLIENT FEES

Client fees are based on the number of members of the Business Advisory Board assigned to the project.

| | | |
|-------------------------------|---------------------|----------------|
| 3 members (incl Chair) | Initial Meeting | \$1500* |
| | Subsequent meetings | \$1100 |
| 4 members (incl Chair) | Initial Meeting | \$1800* |
| | Subsequent meetings | \$1400 |

*Includes fee for processing the application for the services of the Business Advisory Board.

Nature Coast Enterprise reserves the right to increase or vary the above fees from time to time at their discretion.



About Nature Coast Enterprise

NATURE COAST ENTERPRISE IS THE ECONOMIC DEVELOPMENT AGENCY AND REGIONAL TOURISM ORGANISATION SERVING KAPITI AND HOROWHENUA

BUSINESS SERVICES

Our purpose is to promote the sustainable economic development of the region by providing support, information and assistance to the business community while attracting new resources and investment to Kapiti-Horowhenua.

We undertake regional development projects by facilitating business – council – government liaison, developing industry cluster groups and business networking opportunities, hosting business functions and fostering employment and skills development.

TOURISM SERVICES

Through the development of the region's tourism strategy, marketing and branding - Nature Coast enterprise promotes Kapiti Horowhenua as a tourist destination. Services include product development, advice, information and training for tourism businesses plus the management of the Visitor Information Centres in Levin, Otaki and Paraparaumu.

OTHER SERVICES

Levin AA - drivers licensing and services at the Levin i-SITE. Training and meeting room hire in Paraparaumu and Levin. Monthly ELECTRA business breakfasts in Paraparaumu and Levin.

Contact

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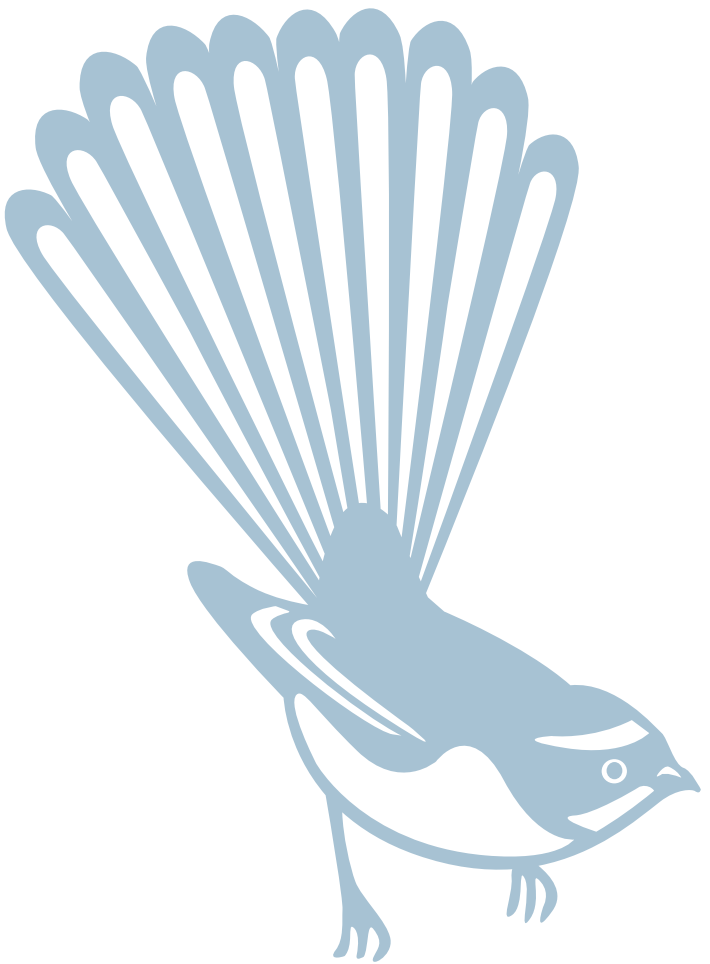
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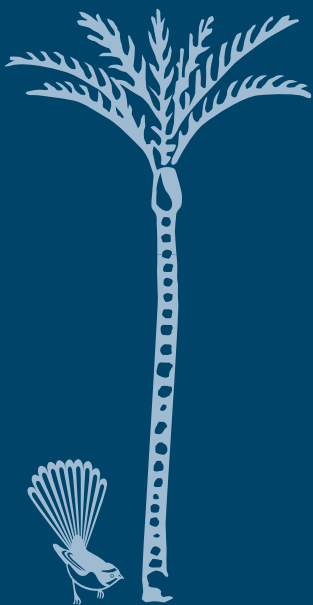
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