

Quantum Technologies Strategic Advisory Board: Terms of Reference

1. Purpose and Role

- a. The Quantum Technologies Strategic Advisory Board (QT SAB) exists to:
 - i. Provide a visible focus for quantum technologies in the UK;
 - ii. Act as co-ordinating body for UK interests in the rapidly developing field of quantum technologies;
 - iii. Have oversight of the publicly funded UK National Quantum Technologies Programme (UKNQTP);
 - iv. Oversee and provide advice on the effectiveness of efforts to develop a leading quantum technologies industry 'sector' in the UK;
 - v. Develop the strategy for quantum technologies in the UK for the longer term.

- b. The QT SAB does not have an executive function. It operates on the principle that the provision of strategic advice is separated from decision-making and delivery of the UKNQTP. The UKNQTP's investments and interventions are the responsibility of the Programme's delivery partner organisations.¹

2. Scope

- a. The QT SAB provides advice to Government, reporting to the Minister of State for Universities and Science on the strategy for quantum technologies in the UK. In order to fulfil this aspect of its role, the QT SAB will develop and champion a long-term national strategy for quantum technologies.

- b. The QT SAB provides advice and guidance to the UKNQTP's delivery partners, *via* the Quantum Technologies Programme Operations Group (QT POG), on priorities and emerging issues that relate to the development of quantum technologies. It will monitor challenges, opportunities and risks, within the context of the national strategy for quantum technologies and relevant international activities.

3. Membership and Appointments

- a. The QT SAB will comprise a maximum of 14 members including:
 - i. A senior level independent chair with credibility for strategic thinking with academia, industry and government;
 - ii. Senior representatives drawn from business and academia, including international representation, who have a clear interest in the effective delivery of a national strategy for quantum technologies;
 - iii. Representatives from EPSRC, Innovate UK, GCHQ, Dstl, NPL and BIS;
 - iv. A representative from the Quantum Technology Hubs;
 - v. A representative from the Training and Skills Hubs for Quantum Systems Engineering and Centres for Doctoral training in quantum technologies;
 - vi. A balance of perspectives from across the themes within quantum technologies.

¹The Department for Business Education and Skills (BIS), the Engineering and Physical Sciences Research Council (EPSRC), Innovate UK, the National Physical Laboratory (NPL), the Defence Science and Technology Laboratory (Dstl) and the Government Communication Headquarters (GCHQ).

- b. Membership will generally be for a period of three years, with the possibility of further extension. However, changes in QT SAB membership may be staggered, where this is necessary to ensure effective continuity of strategic advice.
- c. Prospective QT SAB members may be nominated by existing members of the QT SAB and by the QT POG, in line with the criteria set out above. Appointments will be subject to the approval of both the Chair and the Programme Operations Group.
- d. Members are required to declare any personal, private or commercial interests that might conceivably conflict with the interests of the UKNQTP.

4. Operation and Support

- a. The QT SAB is supported by a Secretariat. The Secretariat will work with the Chair and QT POG to ensure the effective operation of QT SAB meetings. The Secretariat will be responsible for meeting logistics, agendas and papers; and recording and publishing minutes and actions arising from meetings.
- b. The QT SAB will hold meetings at least three times per year.
- c. The Chair may invite sub-sets of QT SAB and QT POG members to form working groups, in order to investigate issues that are time critical or require specialist expertise and/or research. Working groups will be provided with the opportunity to present their findings to the wider QT SAB during meetings for further discussion.
- d. QT POG members or representatives of relevant organisations may be invited to attend meetings as observers or speakers, or contribute to QT SAB working groups, as appropriate.