

## Covid 19 – Cambridgeshire Response

### Cambridgeshire and Peterborough Local Resilience Forum (CPLRF)

#### Tactical Co-ordination Group (TCG) - TCG Sub-Groups

#### The Economic Recovery Subgroup

### TERMS OF REFERENCE

#### **1.0 Leadership:**

##### **1.1** Chair of Sub-Group:

Name: *John T Hill*

Agency: *Cambridgeshire & Peterborough Combined Authority*

Role in Home Agency: *Chief Officer; Business Board. Director; Business & Skills*

#### **2.0 Aim and Objectives:**

##### **2.1** The overall aim of the Economic Recovery Sub-Group is to:

*Oversee the support to Cambridgeshire & Peterborough businesses to enable their business continuity and to support recovery of those businesses and the economy of Cambridgeshire & Peterborough*

##### **2.2** The aim will be pursued through the following objectives:

- ***Intelligence and data gathering on economic impacts, threats and opportunities for business in recovery.*** Using the sub-group (or delegated resource like the CPCA or PCC) to coordinate those actively gathering data to feed into strategy development for medium term recovery support design. This would include support from the various business organisations to share their evidence and intelligence gathering resources and data.
- ***Business Communications.*** Using the sub-group (or delegated resource like the CPCA or PCC) as a coordinator for a single set of messages out for general covid information. This could mean coordination on agreed messages and messaging policy, even if the messages are actually delivered through partner brands and communication databases.
- ***Information, advice, guidance and signposting.*** Using the sub-group (or delegated resource like the CPCA or PCC) to coordinate advice content and consistency relating to HMRC, LA and Bank provision of business liquidity and job protection finance to businesses.

- **Medium term business support strategy.** Developing ideas for medium-term economic and business support, potentially harnessing and adapting the current CPCA funds of £32m of business support currently in procurement.
- **Medium term business support funding acquisition.** Lobbying HMG for a mixed capital and revenue pot to fund medium term business recovery. Including coordination with influential groups such as the M9 Combined Authorities on the creation of a devolved single Covid-19 recovery fund for each CA area to rebuild regional economies over the medium term, paving the way for future growth and prosperity. This may include bringing forward major new programmes like the UK SPF and the National Skills Fund, as well as identifying additional funding resources to drive the recovery.
- **Best Practice Sharing Locally and Nationally.** Coordinating knowledge sharing across Cambridgeshire and linking that to LEP and other CAs for wider knowledge and best practice sharing.
- Ensure that businesses gain access to the funding and support which is available to them.
- Ensure businesses are able to communicate and escalate business critical concerns and issues.
- Ensure the promotion and advocacy of business interests in Cambridgeshire & Peterborough to the government.
- To undertake any other requests and priorities which come from the business community or from business stakeholder groups.

2.3 The parts of the agreed Cambridgeshire Covid19 Strategy which the Economic Recovery Sub-Group will inform/advance are:

*To be defined*

### **3.0 Membership:**

3.1 Membership of the Economic Recovery Sub-Group will be:

*Each Agency:*

- Cambridgeshire & Peterborough Combined Authority (John T Hill)
- Cambridgeshire County Council & Peterborough City Council (Steve Cox)
- Opportunity Peterborough (Tom Hennessy)
- Greater Cambridge Partnership (Rachel Stopard)
- Cambridge Chamber of Commerce (John Bridges)
- Federation of Small Businesses (TBC)
- Further members to be proposed & agreed

### **4.0 Governance:**

4.1 Meetings:

The meeting regime of the (NAME) Sub-Group will be:

Frequency of Meetings: - *Weekly (to be reviewed at each meeting)*

Length – *1 hour*

Format – *conference call*

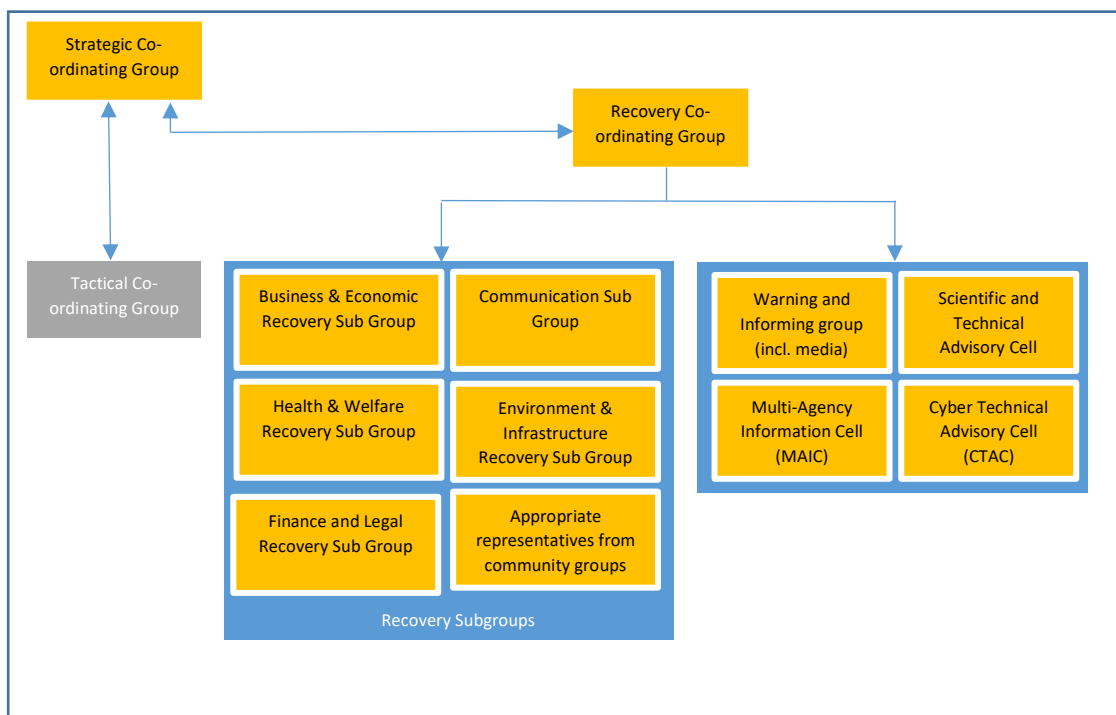
Agenda – *to be defined*

#### 4.2 Minutes and Reporting:

A summary of meetings and notably key points of discussions, decision and actions should be kept and circulated to all Sub-Group members.

Minutes from each Sub-Group meeting should be circulated to the wider TCG, through liaison with the TCG Chair or his/her nominated administrative support

#### 4.3 Structure:



### **5.0 Tactical Parameters / Guidance set by the Tactical Co-ordination Group (TCG)**

#### 5.1 Sub-Group “Generic” Guidance :

- The Sub-Group Chair will be an active member of the TCG and will be required to provide a group update at each TCG where requested

- The Chair should maintain close liaison with TCG Chair and address any matters of concern or requests for support or direction to the TCG Chair without delay
- Minutes from each Sub-Group meeting should be circulated to the wider TCG, through liaison with the TCG Chair or his/her nominated administrative support

5.2 (NAME) Sub-Group Specific Guidance / Parameters set by TCG:

*Specify*