

## London Recovery Board – Draft Terms of Reference

### 1. Context and purpose

The Covid-19 pandemic is the most significant public health crisis in living memory and will have far reaching consequences. The economic, health and social challenges it has brought to London are significant and complex. Recovery will take many months, if not years. The task is immense, novel and urgent and can only be tackled by many parties working together.

The London Recovery Board (“the Board”) is a non-statutory group led by the Mayor of London and London Councils, comprising elected leaders and senior stakeholders to provide strategic direction to, and democratic oversight of, London’s recovery work.

The Board’s purpose is to oversee London’s recovery from the coronavirus, including setting objectives and outcomes, and overseeing the work programmes to meet them, including their activities and results. To this end it is expected to meet periodically until at least the middle of 2021.

### 2. Membership and Terms of Appointment

The Board shall be appointed by the Mayor in consultation with London Councils and will comprise the following members, appointed largely by virtue of their position (“Board Members”):

- Mayor of London (as Chair),
- The Chair of London Councils (as Co-Chair)
- Four further London Councils representatives
- A Government representative
- A representative of the All-Party Parliamentary Group on London
- The Commissioner of Transport for London
- The Commissioner of the Metropolitan Police Service
- A representative of NHS England
- A representative of Public Health England
- Representatives of London’s business community
- A Trades Union representative
- Representatives of London’s community and voluntary sector
- A representative of London’s faith communities
- An expert in social inequalities
- A representative of London’s promotional agency, London & Partners
- A higher education representative
- A further education representative
- An environmental representative

The Chair, in consultation with the Co-Chair, may appoint other Board Members over time as they consider will best further the purpose of the Board. The terms of all Members’ appointments will be set out in writing to them at the time of their appointment.

The Co-Chair may lead meetings in the absence of the Chair.

Where a Board Member is unable to attend a meeting, substitutions will not generally be permitted except with the permission of the Chair or Co-Chair.

### **3. Subordinate bodies – London Recovery Taskforce**

The Board will direct and oversee the work of the London Recovery Taskforce (“the Taskforce”). The Board will constitute and form the Taskforce and approve its Terms of Reference.

The Taskforce is a non-statutory body reporting to the London Recovery Board, established to support the Board in achieving its objectives. Acting as the strategic steering body for the Covid-19 recovery phase, the Taskforce will oversee the London recovery programme. The Taskforce will facilitate coordination of member agencies’ and delivery partners’ respective contributions to London’s recovery programme and agree priorities for collaborative working. Providing visible and strong leadership for the recovery, it will take advice from working groups, propose an overarching recovery strategy and ensure its implementation. The Taskforce will implement the Board’s objectives through the recovery strategy.

The Taskforce will need to be flexible in its composition to respond to the changing requirements of the recovery. Members will be invited by the Taskforce’s Chair, Dr Nick Bowes, Mayoral Director for Policy and the duration of memberships may vary. Members will be issued with a code of conduct and will be expected to adhere to the principles set out therein, and to declare any potential conflicts of interest, taking the advice of the GLA’s monitoring officer as necessary.

### **4. Authority**

The Mayor cannot delegate his statutory functions to the Board. The Board does not have authority to make formal decisions and any endorsement or recommendation under these Terms of Reference will, where needed, be subject to the usual approvals within the relevant organisation. In the GLA, formal decisions will be made in accordance with the Mayoral Scheme of Delegation (as amended from time to time).

Recommendations and views expressed by the Board will be agreed by consensus, with no requirement for voting. If a Board Member wishes, their dissent or objection can be recorded in the minutes of the relevant meeting.

These Terms of Reference shall come into force once approved by the Board and may be amended at any time by agreement of the Board.

### **5. Meeting arrangements**

Meetings of the Board will be called by the Chair. The Board will initially meet approximately every 6 weeks, moving later toward a quarterly meeting pattern.

The quorum for a meeting of the Board will be half the total number of Board Members, rounded up to the next whole number. Those present must include: either the Chair or Co-Chair; a representative from London Councils; one representative of London’s businesses; and one representative from London’s community, voluntary or faith sectors.

A Board Member may be counted in the quorum if they are able to participate in the proceedings of the meeting by remote means, such as telephone or video link (or equivalent) and remain available throughout the discussion and decision for each item for which they are counted as part of the quorum.

Meetings may be held entirely virtually, with no physical venue specified.

## 6. Diversity

London's diversity is its biggest asset and the Mayor strives to reflect London's diversity in all appointments. As part of their duties, Board Members are required to ensure that the diversity of London's communities and economy is reflected in the Board's work. All reports presented to the Board will include details of how equality issues have been considered in accordance with the Public Sector Equality Duty.

## 7. Transparency

The Mayor is committed to openness in his administration and to making the work of this Board transparent. Agendas and papers will be provided to members in advance of meetings [and wherever possible, be published on the GLA's website in advance of meetings (except in those cases where officers reasonably consider that information contained in the reports may be exempt from disclosure under an applicable exemption under the Freedom of Information Act 2000)].

Minutes of the meetings of the Board will be published wherever possible within 10 working days following each meeting and video recordings of the meetings will be available online.

[(Public elements of) Board meetings will be webcast / recorded for upload to the GLA's website]

In addition, for internal purposes, virtual meetings will be recorded.

When undertaking work on behalf of the Board, Members are required to agree to comply with their Terms of Appointment and other guidance provided by the GLA's Monitoring Officer, to register and declare all relevant interests and to seek advice from officers on any issue where a conflict of interest is or may be arising.