

London Recovery Taskforce – Draft Terms of Reference

Purpose of the Taskforce

The London Recovery Taskforce (“the Taskforce”) is a non-statutory body reporting to the London Recovery Board (“the Board”), established to support the Board in achieving its objectives. Acting as the strategic steering body for the Covid-19 recovery phase (“Recovery”), 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. It will oversee workstrands and propose an overarching recovery strategy and ensure its implementation. It is envisaged that there will be four workstrands. Any further workstrands, and the resourcing and support for their governance and administration, must be agreed by the Taskforce. The Taskforce’s Terms of Reference will be endorsed by the Recovery Board, and the Taskforce will implement the Board’s objectives through the Recovery Strategy.

Scope

The Taskforce’s scope will be limited to addressing the impacts of coronavirus – while recognising that this is potentially huge, there will be some areas of work that will have continued in any case and where so the Taskforce should aim not to include these in the development of the recovery strategy.

Role of the Taskforce

The remit of the Taskforce may include, but not be limited to, the following activities.

- Development of an overarching Recovery Strategy and programme for London.
- Agreeing recommendations to be made to a range of organisations and institutions including Government.
- Ensuring engagement of all relevant stakeholders, especially London’s communities, businesses and organisations most impacted by the COVID pandemic, in the development and implementation of the strategy.
- Jointly agreeing and coordinating, the establishment of appropriate, time-limited recovery workstrands and their membership, as required.
- Coordinating the recommendations and actions of the workstrands and monitoring and reporting on progress against recovery outcomes over the medium and long term.
- Monitoring financial matters, pursuing funding and other assistance.
- Working effectively with the London Transition Board, London Transition Management Group and London Strategic Co-ordination Group, as required.
- Supporting the London Recovery Board by:
 - ensuring the Board is appropriately briefed on the progress of the London Recovery programme;
 - ensuring that decisions and actions agreed by the Board are implemented in an effective and timely way;

- providing recommendations for decisions to be made by the Board; and
- agenda planning for Board meetings.

Membership and terms of appointment

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 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.

The core membership of the Taskforce will include representatives of the GLA, London Councils and members invited specifically to represent the primary workstrands and cross-cutting principles of the recovery programme.

Authority

The Taskforce is a partnership body that exists to coordinate the actions of multiple agencies and does not have authority to take formal decisions and any recommendation will, where needed, be subject to the usual approvals within the relevant organisation.

Meeting arrangements

The Taskforce will initially meet approximately every 3-4 weeks, moving later to a less frequent meeting cycle to be harmonised with that of the Board and working groups.

The quorum for a meeting of the Taskforce will be half the total number of Members at the time of the meeting, rounded up to the next whole number. Those present must include either the Chair or Deputy Chair.

A 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 so 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.

Transparency

Agendas and reports will, wherever possible, be published on the GLA's website 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 as soon as is practicable following each meeting.