

Cambridge and South Cambridgeshire Brexit Advisory Group

Terms of Reference

The decision to establish a Brexit Advisory Group was taken at South Cambridgeshire District Council's Cabinet meeting on 26th July 2018. Cambridge City Council passed a motion in support of its involvement in the Group on 19th July 2018.

Remit

The Group will seek to:

- Understand what Brexit would mean for the economies of Cambridge and South Cambridgeshire.
- Assess potential risks, challenges and opportunities for local businesses, key business sectors and the 'Cambridge' brand.
- Develop and recommend actions to address the risks to sustainable social and economic wellbeing identified by the Group.
- Identify the most effective methods of representing Cambridge and South Cambridgeshire's economic interests to the Combined Authority, UK Government and the EU during a Brexit process.
- Identify any other opportunities for ensuring that (a) the area's needs are reflected in developing local and national policy and (b) that local businesses benefit fully from any replacement funding schemes that the UK may develop/participate in post Brexit.
- Examine and make recommendations to plan and mitigate against the adverse affects of Brexit on South Cambridgeshire District Council and other local authorities in the Greater Cambridge area.
- Disseminate the outcomes of the Advisory Group to increase awareness and understanding.

Membership

The Advisory Group will comprise:

- Nine South Cambridgeshire Members (five Liberal Democrats; two Conservative and one Labour or Independent Member, together with the Leader of the Council).
- Three co-opted Members from Cambridge City Council.

Officers from the Planning team as appropriate – the Head of Planning and Economic Development, Strategy and Economy Manager and Economic Development Officer will be in attendance to advise the Group.

The Executive may co-opt non-members of the Council on the recommendation of the Advisory Group.

Appendix A

Any Member who is unable to attend a particular meeting may appoint a substitute from the same political group. Substitutions must be notified to Democratic Services before the meeting starts.

The Advisory Group will elect a Chairman and optionally, Vice-Chairman at the first meeting.

Attendance at meetings

All members of the Council may attend and (with the agreement of the Chairman) speak at Advisory Group meetings. The Chairman may invite any other person or body to attend a meeting of the Group to inform discussion on any matter within its terms of reference.

Specialists and representatives from local business will be invited to attend specific meetings to provide information on the potential implications of Brexit.

Meetings of the Advisory Group will not be open to members of the public.

Timescale

The Advisory Group will be time limited with meetings taking place during October/November/December 2018 to allow recommendations from the Group to feed into the Councils' budget planning processes.

It is expected that there will be four meetings in total, each lasting for approximately 2 hours 30 mins. Additional meetings may be convened within the existing timescale, with the agreement of the Chairman, to facilitate completion of the work of the Advisory Group.

The continuation of the Group and its remit beyond the December timescale may be approved by Cabinet on the recommendation of the Chairman of the Advisory Group.

Authority and Purpose

The Group's purpose is to advise without any decision making powers. Any recommendations arising from the work of the Group will be referred by report to the Leader and Cabinet (South Cambridgeshire) and to their appropriate equivalents (Cambridge) on the issues that would be presented by Brexit and to make recommendations on any actions the councils can take to mitigate the impacts, such as lobbying or undertaking local projects.

Administration

The Group will be administered by the Greater Cambridge Shared Planning Service. Secretariat support will be provided by Democratic Services at South Cambridgeshire.

Notes of the meeting will be produced and sent to all members of the Advisory Group.