

Appendix 2 - WORKSTREAM TERMS OF REFERENCE (TOR)

Teesside Freeport Risk & Accountability for Public Finance Workstream Terms of Reference

Group	
Chair	Redcar & Cleveland Borough Council Leader
Lead officer	TVCA Group Director of Finance & Resources
Team (6+ Members)	<ul style="list-style-type: none"> • 1 Chair (RCBC) • 1 STDC Board representative • 1 Private landowner representative (Sembcorp) • All Port Representatives from Governance Board • 1 Inward Investment and Marketing workstream member • Primary Customs Zone representative (Caspers) covering risk and compliance on behalf of: <ul style="list-style-type: none"> - Customs Zone representatives - Ports Estates/Security representatives - HMRC representative - UK Border Force representative - National Crime Agency representative - Private landowner representatives <p>In Attendance (non-members)</p> <ul style="list-style-type: none"> • TVCA Group Chief Executive Officer (Optional) • TVCA Group Director of Finance and Resources • TVCA Freeport Manager • TVCA Group Risk Manager • Government department representative(s) • Private landowner representatives
Quoracy	5 Members but must include the Chair
Voting	<ul style="list-style-type: none"> • 1 x Chair • 1 x STDC Board representative • 1 x Private landowner representative • All Port Representatives from Governance Board

<p>Role and function</p>	<p>The Role and Function of the Strategy & accountability for public money workstream is to support the overall Freeport objectives:</p> <ol style="list-style-type: none"> 1. Establish the Freeport as a national hub for global trade and investment. 2. Promote regeneration and job creation. 3. Create a hotbed for innovation. <p>Achieved by discharging the following functions: -</p> <ol style="list-style-type: none"> a. Ensure public funds are discharged efficiently and effectively and economically overseeing all necessary financial reporting requirements into the Freeport Governance Board. b. Review delivery timelines for implementation of Tax & Custom zones. c. Formally report to DHLUC through the area lead periodically and at least annually on how the Freeport is delivering on the strategy set out in their winning bid. d. Comply with DHLUC’s requirements on monitoring and evaluation (such as data collection and provision regarding new jobs, businesses created and private investment attracted). e. Actively manage security & illicit threat risks across physical, personnel, and cyber domains, and work with DHLUC, HMRC, Border Force, the NCA, and Home Office to conduct periodic review of the measures in place and any breaches. f. Review and recommend improvement to system of mitigation within the Freeport. g. Review and recommend improvement to customs control and facilitation process to HMG through FREN / SRO mechanisms.
<p>Delegation/authority</p>	<p>Delegations as determined by the Freeport Governance Board</p>

Teesside Freeport
Inward Investment and Marketing Workstream
Terms of Reference

Group	
Chair	TVCA Business Board Chair
Lead officer	Group Director of Business & Skills
Team (8+ Members)	<ul style="list-style-type: none"> • 1 Chair (TVCA Business Board representative) • All landowner representatives • Port Business Development Representatives • Business Board Representatives <p>In Attendance (non-members)</p> <ul style="list-style-type: none"> • TVCA Freeport Manager • TVCA Head of Marketing & Communications • TVCA Head of Inward Investment • LA Directors of Regeneration representative • Government Department representative(s)
Quoracy (and voting members)	<p>Chair will agree with the Group the content of any reports/recommendations through to Freeport Governance Board by consensus.</p> <p>Inward Investment items will be managed in line with the current TVCA arrangements for managing Invest Tees Valley enquiries.</p>
Role and function	<p>The Role and Function of the Inward Investment & Marketing workstream is to support the Freeport Governance Board in achieving its objectives:</p> <ol style="list-style-type: none"> 1. Establish the Freeport as a national hub for global trade and investment 2. Promote regeneration and job creation 3. Create a hotbed for innovation. <p>Achieved by discharging the following functions: -</p> <ol style="list-style-type: none"> a. Market the Freeport effectively to procure private investment into the Freeport.

	<ul style="list-style-type: none"> b. Ensure appropriate support is provided to investors who commit to the Freeport to help deliver their investment. c. Plan / Coordinate freeport marketing direction. d. Review alignment with Freeport sectors. e. Review the creation of new roles associated with the Freeport and identifies the skills gaps. f. Recommends an action plan to address skills gaps and support a programme of re-employment. g. Provide an innovation function which: <ul style="list-style-type: none"> i. Supports innovative businesses where they require input. ii. Makes best use of the existing innovation eco-system. iii. Co-ordinate and facilitate submissions for place-based innovation or challenge funds and regulatory support from Freeport firms.
Delegation/authority	Delegations as determined by the Freeport Governance Board.