

PROJECT CHARTER

1.0 PROJECT IDENTIFICATION	
Name	<i>York Region Business Recovery Support Partnership</i>
Description	A partnership between economic development stakeholders in York Region formed to address business support and recovery during the COVID-19 pandemic
Project Manager	<i>York Region Economic Strategy</i>
Project Team Core Members	<ol style="list-style-type: none"> 1. York Region (YR) 2. Local Municipalities (LM) 3. Chambers of Commerce/Boards of Trade 4. York Region Business Coalition (YRBC) 5. Workforce Planning Board (WPB) 6. ventureLAB (vLAB)
Additional Members as needed	<ol style="list-style-type: none"> 1. YSpace (York University), Seneca HELIX 2. York Region internal teams (Finance, Corporate Communications) 3. Central Counties Tourism, York Region Arts Council

2.0 GOALS FOR GROUP
<p>This group has three core deliverables:</p> <ol style="list-style-type: none"> 1. Economic Impact Assessment 2. Streamlined Business Advisory Support 3. Business Community Communications

3.0 SUBGROUPS
<p>This work will be delivered by a number of smaller teams. The current defined subgroups are:</p> <ul style="list-style-type: none"> • Crisis Response Supply Chain • Business Advisory • Agri-Food • Tourism, Arts and Culture

4.0 SUBGROUP 1 - CRISIS RESPONSE SUPPLY CHAIN	
Name	Description
Crisis response supply chain group	Industry led: Comprised of experts from multiple industries
Goal	<p>The group will help to:</p> <ul style="list-style-type: none"> • identify businesses that can help address the shortfalls in PPE or other items • respond to requests for suppliers and supply chain contributors from the province, federal government and local public health • feed information to the ministry (and other stakeholders) to supplement other information the ministry may need • Explore local supply chain for the long term
Website	<ul style="list-style-type: none"> • YorkLink is the primary tool • York.ca <p>Contains: Links to resources, information from federal and provincial gov't, etc.</p>

4.0 SUBGROUP 2 - AGRIFOOD	
Name	Description
Agri-food	Industry led: Comprised of members of the Agri-food committee and other industry experts
Goal	Understand the challenges in the York Region Agriculture and Agri-food sector including: <ul style="list-style-type: none"> • How and where will the temporary foreign workers be housed? • How can we help with hiring needs • Understand the needs in the Agri-food supply chain • Communicate the industry strength, resilience and ability to provide food
Website	York.ca/agrifood

4.0 SUBGROUP 3 – BUSINESS ADVISORY	
Name	Description
Business Advisory	<ul style="list-style-type: none"> • Comprised of YR, YRBC, WPB, vLAB, LM (SBECs) • Co-ordination and triage of incoming inquiries: York Region Economic Strategy: • Business advisory service delivery: <ul style="list-style-type: none"> ○ Small businesses & retail: Chambers of Commerce/Boards of Trade & SBECs ○ Tech start-ups and entrepreneurs: ventureLAB • Established employers (>20 employees): York Region & Local Economic Development Officers
Goal	Responsible for: <ul style="list-style-type: none"> • Delivering business advisory support • Defining and developing the business industry survey- <ol style="list-style-type: none"> a) The data will be used to: <ol style="list-style-type: none"> i. Provide additional perspective on measuring local economic impact ii. Provide information contributing to development of local government response and making provincial and federal programs more impactful for business recovery iii. Through the Chambers/Boards - advocacy on behalf of business
Website	TBD: Will include all Small Business Centres in York Region, YorkLink, ventureLAB, local Chambers of Commerce

4.0 SUBGROUP 4 - TOURISM, ARTS AND CULTURE	
Name	Description
Tourism, Arts and Culture	Industry led: Comprised of tourism stakeholders from across York Region. This group will assess impacts on the tourism industry as well as explore the role of tourism, arts and culture in recovery.
Goal	<ul style="list-style-type: none"> • Exploring the role of the Tourism, Arts and Culture industry in the COVID 19 response • Understand the challenges and opportunities faced by York Region Tourism, Arts and Culture industry: <ul style="list-style-type: none"> ○ Quarantine sites ○ Housing for temporary farm workers ○ Housing for essential workers ○ Exploring ways to support the hospitality industry
Website	Experience York Region, Central Counties Tourism, York.ca - YR Love YR campaign

5.0 SIGNOFF

Project Sponsor: Paul Freeman, Chief Planner, Planning and Economic Development, Corporate Services

Date: April 9, 2020