

**Croxley Green Parish Council**  
**Coronavirus Response and Strategy Development Working Group**  
**Terms of Reference**

**1. Membership**

- a. Members of the Coronavirus Response and Strategy Development Working Group will be appointed by the Parish Council and membership will be reviewed annually at the Annual Meeting of Council. Membership is not limited to members of Council.

**2. Chair**

- a. The Chair of the working group must be an elected Member and will be chosen by the working group and agreed by the Parish Council. This will be subject to review annually at the Annual Meeting of Council.
- b. The Chair will be the working group's main point of contact for Council staff, Council members and members of the public.

**3. Powers**

- a. Working groups cannot make decisions on behalf of the Parish Council, and any recommendations made by the Working Group will be subject to approval by the Council.

**4. Aims and responsibilities**

- a. The overarching aims of the working group are to
  - Identify and propose early responses within the parish to ameliorate the immediate impact of the SARS-CoV-2/Covid 19 virus on residents
  - Consider and, if appropriate, propose adjustments to the Council's medium term (3 to 5 years) mission statement and strategic objectives to reflect the longer-term societal implications of the virus on the needs of residents and the services delivered by the Council.
- b. The working group will complete its deliberations and present its findings and recommendations to Council by the end of June 2020