

Walsall Council Overview & Scrutiny Working Group  
Initiation Document

<b>Work Group Name:</b>	Covid-19 Working Group
<b>Committee:</b>	Scrutiny Overview Committee
<b>Municipal Year:</b>	2020/21
<b>Lead Member:</b>	Councillor I. Shires
<b>Lead Officer:</b>	Mark Lavender and Paul Gordon.
<b>Support Officer:</b>	Nikki Gough
<b>Membership:</b>	Councillor A. Nawaz, Councillor I. Shires, Councillor L. Jeavons, Councillor J. Murray
<b>Co-opted Members:</b>	

<b>1.</b>	<b>Context</b>
	The Covid-19 pandemic has caused major disruption to communities and the economy. This impact will continue into the near future and Members are keen to consider how this impact will manifest itself in Walsall.
<b>2.</b>	<b>Objectives</b>
	<p><b>What do you want it to achieve? It is important to have clearly defined outcomes at the start to give the working group direction and ensure it adds value.</b></p> <p>The working group wishes to understand the economic impact of Covid-19 on businesses and communities, to determine the mechanisms needed to allow them to recover.</p> <p>What is the effect on Walsall businesses and Walsall People?</p>
<b>3.</b>	<b>Scope</b>
	<p><b>What should be included and excluded?</b></p> <p>The working group will seek to understand the impact on the local economy in particular the impact on local businesses and employment of local people. After understanding this the working group will seek to understand the impact of the pandemic on local communities.</p> <p>The working group recognise that the recovery plans will be organised on local, regional and national scale so will maintain awareness of WMCA and Black Country Plans as required but these will not be the main focus.</p> <p>The working group will seek to identify any gaps and opportunities for further work in order to add value. Consideration will be given to the marmot objectives to ensure that those communities in most need receive required assistance to recover and that long-term inequalities do not persist as a result of the pandemic.</p>
<b>4.</b>	<b>Equalities Implications</b>
	<b>There is a legal and moral obligation to ensure that, when undertaking a scrutiny review, the impact of policies; procedures; strategies and</b>

Walsall Council Overview & Scrutiny Working Group  
Initiation Document

	<p>activities is considered within the 6 strands of equality (Age, Disability, Gender, Race, Religion or Belief, and Sexual Orientation)</p> <ul style="list-style-type: none"> <li>• How will the working group consult with each of these six groups regarding this review and its outcomes?</li> <li>• If an EIA has been carried out for this service\policy then what were its outcomes? Can this be mapped into the review? If no EIA has been carried out by the service is one required and can this be reported to the working group?</li> </ul> <p>The working group will consider data to identify adverse impacts on any particular groups.</p>								
<b>4.</b>	<b>Who else will you want to take part?</b>								
	<p>Think about who else, other than lead officers and members, it would be useful to include either as part of the working group or to bring information at specific points. For example- partners, stakeholders, other authorities.</p> <ul style="list-style-type: none"> <li>• Business representative (economic partnership)</li> <li>• Self-employed / taxi liaison group</li> <li>• Federation of small businesses</li> <li>• College</li> <li>• Community organisations</li> <li>• Jobcentre (locality level)</li> <li>• Foodbanks Trussell trust</li> <li>• Money, Home, Job</li> <li>• Employment Growth Team</li> <li>• WHG</li> <li>• Walsall pensioners convention</li> <li>• Disability Groups</li> </ul>								
<b>5.</b>	<b>Timescales &amp; Reporting Schedule</b>								
	<p>Needs to be completed within the same municipal year and so should be able to report to full panel by the last meeting at the latest but consider the subject- is there anything else that it may need to tie into (e.g. academic or financial year or to coincide with national/sub-regional developments)</p> <p>How often will update be provided to full panel?</p> <table border="1"> <tr> <td>18<sup>th</sup> June 2020, 5pm</td><td>Initial meeting to discuss and formulate terms of reference</td></tr> <tr> <td>30<sup>th</sup> June 2020,</td><td>Terms of reference approved by SOC</td></tr> <tr> <td>8<sup>th</sup> July 2020, 3 p.m.</td><td>Business rep Self-employed rep Federation of small businesses</td></tr> <tr> <td>17<sup>th</sup> July 2020, 4.30 p.m.</td><td>Community organisations</td></tr> </table>	18 <sup>th</sup> June 2020, 5pm	Initial meeting to discuss and formulate terms of reference	30 <sup>th</sup> June 2020,	Terms of reference approved by SOC	8 <sup>th</sup> July 2020, 3 p.m.	Business rep Self-employed rep Federation of small businesses	17 <sup>th</sup> July 2020, 4.30 p.m.	Community organisations
18 <sup>th</sup> June 2020, 5pm	Initial meeting to discuss and formulate terms of reference								
30 <sup>th</sup> June 2020,	Terms of reference approved by SOC								
8 <sup>th</sup> July 2020, 3 p.m.	Business rep Self-employed rep Federation of small businesses								
17 <sup>th</sup> July 2020, 4.30 p.m.	Community organisations								

Walsall Council Overview & Scrutiny Working Group  
Initiation Document

		Foodbanks Walsall pensioners conventions Disability groups									
	21 <sup>st</sup> July 2020, 3.30 p.m.	College Jobcentre WHG									
	7 <sup>th</sup> August 2020, 4.30 p.m.	Money Home Job Employment Growth Team Council reset plans  Conclusions and recommendations									
	25 August 2020	Final report and recommendations presented to the SOC									
<b>6.</b>	<b>Risk factors</b>										
	<p style="color: red;">Are there any obstacles that can be predicted? For example, is it dependent on other organisations outside your control and duty to cooperate? Identifying these factors early and how they will be mitigated should help minimise their impact.</p> <table border="1"> <thead> <tr> <th>Risk</th><th>Likelihood</th><th>Measure to Resolve</th></tr> </thead> <tbody> <tr> <td>Short life span of working group</td><td><b>HIGH</b></td><td>Schedule of meetings organised.</td></tr> <tr> <td>Witnesses unavailable to attend on working group dates</td><td><b>HIGH</b></td><td>Substitutions and written submissions to be accepted.</td></tr> </tbody> </table>		Risk	Likelihood	Measure to Resolve	Short life span of working group	<b>HIGH</b>	Schedule of meetings organised.	Witnesses unavailable to attend on working group dates	<b>HIGH</b>	Substitutions and written submissions to be accepted.
Risk	Likelihood	Measure to Resolve									
Short life span of working group	<b>HIGH</b>	Schedule of meetings organised.									
Witnesses unavailable to attend on working group dates	<b>HIGH</b>	Substitutions and written submissions to be accepted.									

Date Agreed:		Date Updated:	
--------------	--	---------------	--

**Timetable: To conclude by August 2020.**

Date	Activity
Report(s)	Assets