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<b>Report To:</b>	<b>Policy and Resources Exec Sub-Committee</b>	<b>Date:</b>	<b>2 June 2020</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration &amp; Resources</b>	<b>Report No:</b>	<b>PR/25/20/MM</b>
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<b>Subject:</b>	<b>COVID-19 Recovery Update</b>		

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## 1.0 PURPOSE

- 1.1 To update Committee on progress on developing both the internal Council recovery process and the wider community recovery process and to seek approval for the formation of a Recovery Sounding Board – Members as the appropriate forum for elected members’ input to the latter process.

## 2.0 SUMMARY

- 2.1 Since the 5th May 2020 report all three directorates have commenced their organisational recovery planning. In due course updates on this process will be brought to Committee. The Scottish Government has also published “Scotland’s route map through and out of the crisis” which will inform both Council and HSCP and community recovery processes.
- 2.2 Under the Civil Contingencies Act the Council also rightly has the responsibility for leading the overall recovery from incidents in the community. This will be done in step with recovery programmes and structures at national and regional level but will obviously require to be tailored for the very specific circumstances and experiences of Inverclyde. A proposed structure for this was approved at the 5th May Committee subject to a further report being submitted on “any potential member representation on the Recovery Working Group (RWG) and the three sub-groups listed.”
- 2.3 Section 6 of this report gives details of a proposed Recovery Sounding Board – Members which will allow members’ scrutiny and involvement in the recovery process while preserving appropriate political balance and representation of all groups. Appendix 1 is a draft Terms of Reference for that group.

## 3.0 RECOMMENDATIONS

- 3.1 That Committee notes the progress on both the Council & HSCP and the wider community recovery planning process;
- 3.2 That Committee notes “Scotland’s route map through and out of the crisis” and how that will inform decision making in the recovery process; and
- 3.3 That Committee approves the formation of a Member’s Sounding Board for the recovery process.

**Martin McNab**  
**Head of Environmental & Public Protection**

## 4.0 BACKGROUND

- 4.1 The report of 5<sup>th</sup> May advised members of the arrangements for organisational recovery. These are based on directorate recovery groups feeding through the Corporate Resilience Management Team to the Corporate Management Team. Since the 5<sup>th</sup> May all of the directorates have met on this basis and are establishing recovery plans. These will be further informed by The Scottish Government's "Scotland's route map through and out of the crisis" which is covered in Section 5 below.
- 4.2 The May report further detailed a proposed structure for community recovery with an overall Recovery Working Group (RWG) with specific sub-groups looking at Humanitarian Recovery, Economic Recovery and Education, Culture and Sport Recovery. The RWG met for the first time on 11<sup>th</sup> May to agree Terms of Reference and membership and will have met again by the time of committee. The RWG will report to the Inverclyde Alliance. Again the work of these groups will be informed by the Scottish Government route map.
- 4.3 Section 6 of this report details officer proposals for member engagement with the Recovery Working Group and sub-groups to meet the remit from the 5<sup>th</sup> May Committee meeting. It is proposed that a Recovery Sounding Board – Members is formed which will give elected members a route into the recovery structure.

## 5.0 Scotland's route map through and out of the crisis

- 5.1 The Scottish Government route map details the considerations required for decisions to be made about lifting restrictions imposed to control the COVID-19 pandemic. These include the operation of a test and trace system and sustained evidence of reduction in both the level of infection and the reproduction rate at each stage. It also gives an outline of the proposed phases at which particular restrictions will be lifted. Some examples of activities in each of the proposed phases are detailed in 5.2 below. Although there is very likely to be some movement in the elements of the phases they do give a high level guide which can be used to inform recovery planning for both the Council & HSCP and the broader community recovery actions.
- 5.2 Full details of the route map are available here, <https://www.gov.scot/publications/coronavirus-covid-19-framework-decision-making-scotlands-route-map-through-out-crisis/> , the activities below are examples of what will be allowed at each stage.

### Phase 1:

Use of outdoor spaces for recreation.  
Meeting up with another household out of doors.  
Travel short distances for outdoor leisure and exercise.  
Some businesses will resume e.g. garden centres, drive through businesses.

### Phase 2

Meeting outside with larger groups.  
Indoor non-office based workplaces resume.  
Small retail units reopen.  
Playgrounds & sports courts reopen.  
Pubs and restaurants may reopen outdoor spaces.

### Phase 3

Larger retail units may reopen.  
Pubs and restaurants may reopen indoor spaces.  
Museums, galleries, cinemas and libraries may reopen.  
Relaxation of restrictions on accommodation providers.  
Gyms may reopen.

## 6.0 RECOVERY SOUNDING BOARD - MEMBERS PROPOSAL

- 6.1 The request from the 5<sup>th</sup> of May Committee was that officers brought a further report on “any potential member representation on the Recovery Working Group (RWG) and the three sub-groups listed.” Various options for this were considered including the three service committee convenors sitting on the appropriate sub-group and the option suggested at the committee of the convenors of the regeneration forums sitting on the economic sub-group. None of these options provided a fair level of political representation in the process however.
- 6.2 In order to ensure that all groups are fairly involved in the process of scrutinising and feeding in to the recovery process it is recommended that a Recovery Sounding Board – Members is formed to facilitate this. This would be an informal group not covered by the Scheme of Administration and the following membership is proposed:

Labour Group (2 Members)  
SNP Group (2 members)  
Internal Independent Coalition Group (1 Member);  
[Conservative and Unionist Group & Liberal Democrat Group] (1 Member)

This would be a small informal advisory group advising the Chief Executive who chairs the Recovery Working Group. It is politically balanced but does not provide full representation to all groups. It would be a matter for members should they wish to ensure that all parties were independently represented to co-opt an additional member on to the group.

- 6.3 Suggested Terms of Reference for the Recovery Sounding Board – Members are attached at Appendix 1.

## 7.0 IMPLICATIONS

### Finance

- 7.1 There are no financial impacts associated with this report. As previously reported there will be one off and recurring costs associated with the Recovery Plans and these will be detailed and reported back as part of future updates with budget approvals sought where required.

### Legal

- 7.2 There are no legal implications arising from this report.

### Human Resources

- 7.3 There are no human resources implications arising from this report there will however be significant implications arising from the recovery process.

### Equalities

- 7.4 Equalities

- (a) Has an Equality Impact Assessment been carried out?

Yes See attached appendix

No This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

- (b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

**Repopulation**

7.5 Repopulation will be a key consideration for the RWG particularly in light of the negative impact of the pandemic on the population of Inverclyde.

**8.0 CONSULTATIONS**

8.1 The Corporate Management Team has considered this report and approves the recommendations.

**9.0 BACKGROUND PAPERS**

9.1 COVID-19 Recovery Structure and Strategy **PR/15/20/MM** Policy & Resources Executive Sub-Committee 5 May 2020.

**Recovery Sounding Board – Members Terms of Reference****APPENDIX 1**

<b>Name of Group:</b>	Recovery Sounding Board - Members
<b>Composition/ Substantive Membership:</b>	<p>The Recovery Sounding Board – Members will be constituted as follows:</p> <ul style="list-style-type: none"><li>• Labour Group (2 Members, one of whom will chair)</li><li>• SNP Group (2 Members)</li><li>• Internal Independent Coalition Group (1 Member)</li><li>• [Conservative &amp; Unionist Group &amp; Liberal Democrat Group] (1 Member)</li></ul>
<b>Role:</b>	<p>The Recovery Sounding Board – Members is a working group of Members and is not a public meeting. It will consider, review, recommend and advise on the outputs of the Recovery Working Group and the primary sub-groups reporting to that including consideration of the minutes of those groups and any reports or other outputs from the groups to the Inverclyde Alliance.</p> <p>The Sounding Board will also provide input on items on the agenda of forthcoming Recovery Working Group Meetings.</p> <p>The group is an informal advisory group advising the Chief Executive who chairs the Recovery Working Group. It is not a decision making body.</p>
<b>Frequency of Meetings:</b>	Meetings shall be held at the same frequency as the overall Recovery Working Group and will generally be held in the preceding week to allow input on agenda items to be made timeously.
<b>Quorum:</b>	As this is an informal advisory group there is no requirement for it to be quorate.
<b>Reporting Procedures:</b>	Following each meeting an action note will be circulated to all members of the Council and to the Recovery Working Group.