Notice of Meeting and Agenda
Emergencies Board

Date	Time	Venue
Friday, 03 July 2020	14:00	Skype meeting,

KENNETH GRAHAM
Head of Corporate Governance

PLEASE NOTE THAT THIS MEETING OF THE EMERGENCIES
BOARD WILL BE HELD AT 2.00 PM

Membership

Councillor Jacqueline Cameron: Councillor Eddie Devine: Councillor Andy Doig: Councillor Jim Harte: Councillor Alistair Mackay: Councillor Eileen McCartin: Councillor Cathy McEwan: Councillor John McIntyre: Councillor Iain Nicolson: Councillor Jim Paterson: Councillor John Shaw: Councillor James Sheridan: Councillor Andy Steel:
Councillor Marie McGurk (Convener): Councillor Michelle Campbell (Depute Convener):

Recording of Meeting

This meeting will be recorded for subsequent broadcast via the Council's internet site. If you have any queries regarding this please contact Committee Services on 07534 058160. To find the recording please follow the link which will be attached to this agenda once the meeting has concluded. Please note that only meetings of the Emergencies Board from 17 April 2020 onward have been recorded for broadcast.

Skype recording: Emergencies Board 3 July 2020

https://youtu.be/P2tEeSVvjNE

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

Items of business

EXCLUSION OF PRESS AND PUBLIC

The Board may by resolution exclude the press and public from the meeting during consideration of the following item of business as it is likely, in view of the nature of the business to be transacted, that if members of the press and public are present, there could be disclosure to them of confidential information.

6   **Confidential Updates**

Hear from Chief Executive

renfrewshire.gov.uk

Renfrewshire Council

Minute of Meeting
Emergencies Board

Date	Time	Venue
Friday, 19 June 2020	15:00	Skype meeting,

Present

Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Alistair Mackay, Councillor Marie McGurk, Councillor Iain Nicolson

Chair

Councillor McGurk, Convener, presided.

In Attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Communications & Marketing and P Fara, Web & Multi-media Editor (all Chief Executive's); J Trainer, Head of Childcare & Criminal Justice and Chief Social Work Officer (Children's Services); O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities, Housing & Planning Services); K Graham, Head of Corporate Governance, P Murray, Head of ICT; L Neary, Head of Transformation, HR & OD, M Conaghan, Legal & Democratic Services Manager and D Low, Democratic Services Manager (all Finance & Resources); D Leese, Chief Officer and S Strachan, Acting Head of Health & Social Care (Paisley) (both Renfrewshire Health & Social Care Partnership); F Naylor, Head of Finance and Corporate Services (Renfrewshire Leisure); and D Mair, Civil Contingencies Officer, Civil Contingencies Service.

Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

Declarations of Interest

Councillor Campbell declared an interest in item 2 on the agenda as she was an employee of NHS Greater Glasgow and Clyde but not in the Council's area and intimated that she would remain in the meeting during consideration of the item.

1   Minute of Previous Meeting

There was submitted the Minute of the meeting of the Board held on 12 June 2020.

DECIDED: That the Minute be approved.

2   Update on Covid 19

There was submitted a report by the Chief Executive relative to the Council's current arrangements and response to the ongoing international Coronavirus, COVID-19 pandemic.

The report provided information on the national position including the number of cases and deaths at both Scottish and UK levels. The recent publication of updated figures and analysis from the National Records of Scotland was also included which showed that the rate of increase in deaths from COVID-19 was beginning to slow. A summary was also given of policy and guidance updates that had been released since the previous meeting of the Board on 12 June 2020. It was noted that as at 18 June 2020 there were 300,469 confirmed cases of COVID-19 in hospitals in the UK up from 291,409 reported on 12 June 2020. In Scotland there were now 18,077 confirmed hospital cases (up from 15,682). Of these, 4,813 cases were within the Greater Glasgow and Clyde Health Board area (up from 3,995). In GGCHB area there were 249 people in hospital (down from 272) with fewer than five in intensive care as either confirmed or suspected cases.

The report intimated that there had now been 42,288 deaths across the UK (up from the 41,279 deaths reported on 12 June 2020). The UK ranked third for overall numbers of recorded deaths, behind both Brazil and the United States where over 120,160 deaths had been recorded (363 per million population). The latest National Records of Scotland report showed that at 14 June 2020, there had been a total of 4,070 deaths registered in Scotland where COVID-19 was mentioned on the death certificate – up 70 from 4,000 deaths registered up to 7 June 2020.

The report highlighted some positive indicators in relation to the response to the outbreak in Scotland. Of the total number of deaths registered in the week from 8 to 14 June 2020, there were 70 where COVID-19 was mentioned on the death certificate, a decrease of 19 from the previous week. There had been a reduction in the weekly increase each week since 26 April 2020. The proportion of all deaths involving COVID-19 had also decreased for the seventh week in a row falling from 8% of all deaths registered in the previous week to 7% of all deaths in week 8-14 June 2020. Appendix 1 provided an overview of all deaths involving COVID-19 in Renfrewshire.

The report outlined a number of Scottish Government policy announcements: the establishment of a Scottish Recovery Tourism Taskforce had been announced, and a provisional date of 15 July had been set for when tourism businesses might be able to

resume, dependent on public health advice; an Aerospace Recovery Group had been established to work together to safeguard as many jobs across the aerospace sector in Scotland as possible; an Expert Reference Group had been set up to better understand the impact on minority ethnic communities of coronavirus; and the Help to Buy scheme had been extended by a year to March 2022 and would provide £55 million of funding for 2021/2022. A number of further funding announcements had also been made, including £27.6 million to continue the provision of school meals during the summer holidays and contribute towards the costs the Council had incurred and would continue to incur to support people experiencing barriers to accessing food when they were required to shield or self-isolate; and a £230 million "Return to Work" package to help stimulate Scotland's economy.

The report referred to the announcement made by the First Minister on 18 June 2020 that elements of Phase 2 of the routemap for easing lockdown could be introduced on a phased basis.   Various restrictions in relation to social distancing, shielding and meeting with other households would be relaxed and registration services for essential purposes could restart on 29 June 2020, when marriages and civil partnerships would be able to be held outdoors and with restricted numbers. Routemap updates in relation to support for local businesses, HSCP and Children's Services were detailed in the report. In relation to Children's Services, in line with a Scottish Government announcement, the Council's local recovery plan would be submitted to Education Scotland by 24 June 2020. The recovery plan submitted would outline the supports that had been put in place for children and families and the model of blended learning that had been designed for August.

The report set out support for communities including care homes. Sadly 113 people had been reported by care homes as dying with COVID-19 since 18 March 2020. Two care homes were reporting residents with symptoms of COVID-19, or had confirmed cases, with a total of two residents now reported as symptomatic or confirmed.

The Chief Executive provided further information in relation to the establishment of the Aerospace Recovery Group, unemployment statistics, the continuation of free school meals and £230 million 'Return to Work' package; the Chief Officer, Renfrewshire HSCP in relation to testing; the Head of Childcare & Criminal Justice and Chief Social Work Officer in relation to domestic abuse; the Director of Environment & Infrastructure in relation to the development of spaces for people; and the Director of Children's Services in relation to the recruitment of teaching staff for the 2020/21 school session.

DECIDED:

(a) That the current national and local situation with regards to COVID-19 and the impact on communities, businesses and the Council and its partners be noted;

(b) That the response measures being put in place by the Council and its partners be noted;

(c) That the Director of Children's Services, in consultation with the Convener of the Education and Children's Services Policy Board, be authorised to prepare and submit the Recovery Plan for reopening schools on behalf of the Council by the deadline of 24 June 2020 for review by Education Scotland; and

(d) That it be noted that the Recovery Plan for reopening schools would be presented to the Emergencies Board on 3 July 2020 for information, together with any feedback received from Education Scotland.

3 Items for Decision by the Board

It was noted that there were no items for decision by the Board.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved to exclude the press and public from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there could be disclosure to them of confidential information.

4 Confidential Updates

It was noted that there were no confidential updates.

To: **Emergencies Board**

On: **3 July 2020**

Report by: **Chief Executive**

Heading: **Update on COVID-19**

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1.   Introduction

1.1   This report provides an update of the Council's current arrangements and response to the COVID-19 pandemic. Information is provided in Section 3 on the current position including the numbers of cases and deaths and a summary of the current Scottish Government timeline for the phased restarting of services and facilities.

1.2   Section 4 provides an update on the current policy and funding position. Section 5 updates the Board on the current position with Council services ongoing recovery arrangements, while the position of Care Homes and Care at Home Services is included in Section 6.

1.3   Section 7 outlines the current position on services to support the community and includes information on plans being made to hold local partnership meetings through an online platform, the latest position in relation to support for Shielded and vulnerable residents and an update on the roll out of the national Test and Protect programme.

Key Messages

1.4   There is clear evidence of success in suppressing the impact of the virus since the peak of the pandemic. Scotland reported no new deaths from COVID-19 on 4 successive days during the past week. No new deaths from COVID-19 have been reported in Renfrewshire Care Homes since 10 June 2020 and no care homes have reported residents with symptoms of COVID-19 or confirmed cases since 19 June 2020. No Care at Home service users have reportedly died with COVID-19 since 9 May 2020.

1.5 The position in world terms is less positive and it is clear that there is an ongoing risk presented by the pandemic that could impact on communities in Scotland or the UK if current measures to track and reduce transmission are not maintained.

1.6 Significant work is being done nationally to make the case for additional funding and/or financial flexibility to support local authorities in meeting the financial implications arising from COVID-19 over coming years. Current estimates indicate a possible full year impact for 2020/21 of up to £55M for the Council, with additional funding announced of around £9.5M to begin to address this impact.

1.7 Preparations will be beginning for the full reopening of schools and early years services in August, under guidance expected soon from the Scottish Government, with the plans already made to deliver a blended model being retained as a contingency. A firm decision on which approach to follow will be based on wider progress with suppressing the virus and the decision will be made by the Scottish Government by the end of July 2020.

1.8 House moves are now permitted, and Housing Services are prioritising the provision of settled accommodation for homeless people to reduce and eliminate the requirement for B&B accommodation as quickly as possible.

1.9 Key communities and public protection services are beginning to restart with a focus on supporting local businesses and communities as town centres begin to reopen for business in line with the Scottish Government routemap.

1.10 Testing of all residents and staff in care homes is complete where residents have agreed to be tested. From 3 July 2020, visits will resume for care home residents and will be permitted for one relative or significant other within a garden or outside setting, using appropriate levels of PPE, adhering to 2-metre physical distancing and lasting no longer than 30 minutes.

1.11 Plans are being put in place for the next round of Local Partnership meetings to take place using an online platform such as Skype or MS Teams. The Partnerships and Inequalities Team, with other Council services, will work with the Chair of each Local Partnership to develop arrangements to support participation.

1.12 Welfare calls to all Group 1 Shielded and Group 2 vulnerable people being supported by the Council are continuing and significant numbers of people have continued to confirm that they no longer require the crisis food support that they previously received. Consistent messages have been received from the people coming off the service about the quality of the service and how much they appreciated the support provided.

1.13 It is likely that local authority staff will continue to be required to support the Test and Protect model to some extent on an ongoing basis. Arrangements are likely to fall under the terms of the Joint Health Protection Plan signed by all 6 local authorities with the Health Board and used to tackle similar outbreaks when required.

2. Recommendations

2.1   It is recommended that the Emergencies Board:

(a)   Note the current national and local situation with regard to COVID-19 and the impact on communities, businesses, the Council and its partners

(b)   Note the response and recovery measures being put in place by the Council and partners as set out in this report

(c)   Note the Education Recovery Plan submitted to Education Scotland on 24 June 2020 and attached as Appendix 3 to this report.

(d)   Agree that the next round of Local Partnership meetings take place virtually through an online platform such as Skype or MS Teams with arrangements being made to support participation as set out in Section 7 of this report.

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3.   Current Position

3.1   Across the UK and in Scotland during the past week there have been continued positive indications of the ongoing successful suppression of the virus due to the actions taken during the lockdown period. Worldwide however, it is clear that the virus still poses a significant threat and the numbers of cases and deaths sadly continue to increase significantly in some countries. Appendix 1 contains a number of graphs that provide context and illustrate the evolving pandemic and highlight the key points below:

Local
- 1 COVID-19 death was recorded in hospital in Renfrewshire in the week to 29 June 2020. 3 COVID-19 deaths were recorded in hospital in the previous week to 22 June 2020. Both are a significant reduction from the peak recorded in the week to 27 April 2020 when 40 deaths were recorded in Renfrewshire (Figure 1: Appendix 1)
- During the last week, up to 29 June 2020 there were 4 days in succession when no COVID-19 deaths were reported in Scotland.
- Since 1 June 2020 overall numbers of deaths in Renfrewshire have been in line with the 5-year average. This is a significant reduction from the peak recorded during the week to 27 April 2020 when almost 60 deaths above average levels were recorded in Renfrewshire. (Figure 2: Appendix 1)
- Deaths in Care Homes in Renfrewshire were below the 5-year average up to 30 March 2020, but then peaked during the pandemic remaining above average levels till week commencing 25 May 2020. (Figure 3: Appendix 1)

National
- New cases identified in the UK peaked around 7 May 2020 at around 6,000 cases per day and since then numbers identified have declined steadily till June. (Figure 4: Appendix 1) Currently just under 1,000 new cases per day are being identified in the UK. (7 day moving average)
- New cases identified in Scotland peaked twice, in late April and in early May at just over 270 new cases per day. Since then cases identified have declined steadily and currently around 10 new cases are being identified per day across Scotland. (7 day moving average) (Figure 5: Appendix 1)

International
- Worldwide the pandemic is still growing. Over 10.6million cases have been recorded, affecting 213 countries. 16 countries reported more than 100 new cases per million population on 29 June 2020 alone. Figure 6: Appendix 1 illustrates the geographic spread over the last 5 days with particularly significant increases seen in the USA, Brazil and India.
- While the UK has successfully managed to reduce the number of new cases identified per million population and is approaching levels previously reached by France and Italy, other countries are continuing to see increases – particularly in the USA where numbers of new cases per million population were broadly similar to the UK up to mid-May but have since significantly increased over the last 2 weeks in June. (Figure 7: Appendix1)

Numbers of Cases

3.2   Currently there have been 313,483 hospital confirmed cases of COVID-19 in the UK. In Scotland there have been 18,259 confirmed hospital cases, 439 are currently in hospital of which 17 are in intensive care. Of these, 4,858 cases have been within the Greater Glasgow and Clyde Health Board area and 199 people currently remain in hospital (around 45% of the current Scottish COVID-19 hospital cases) Fewer than 5 are in intensive care.

Numbers of Deaths

3.3   Worldwide there have now been over 515,000 deaths due to COVID-19. At a UK level, there have now been 43,906 deaths. The UK ranks third for overall numbers of recorded deaths, behind both Brazil and the United States.

3.4   The National Records of Scotland report (1 July 2020) shows that at 28 June 2020, there had been a total of 4,155 deaths registered in Scotland where COVID-19 was mentioned on the death certificate – up 35 from 21 June 2020, the lowest weekly increase since March.

3.5   In Renfrewshire, a total of 205 people have died with COVID-19 since the outbreak of the virus. 98 have died in care homes, 98 in hospital and 9 at home or other non-institutional locations.

Phased Roadmap for Recovery

3.6   The Scottish Government has set out a routemap for recovery with 4 phases. Currently the Country is in Phase 2 of the recovery and is moving towards Phase 3. A number of key dates for the relaxation of the lockdown have been set out in the latest guidance:

3.7   **From 29 June 2020**
- Indoor non-office workplaces resumed. **Includes**: factories, warehouses, labs and research facilities. **Excludes**: non-essential offices/call-centres.
- Street-access retail re-opened. Interiors of shopping centres/malls remain closed until Phase 3.
- Relaxation on restrictions on housing moves.
- Outdoor sports courts re-opened.
- Playgrounds re-opened.
- Registration offices open for high priority tasks.
- Marriages & civil partnerships with minimal attendees – outdoors only.
- Zoos and garden attractions opened for local access only (within 5 miles).

3.8   **From 3 July 2020**
- Travel distance restriction relaxed
- Self-catering accommodation and second homes permitted

3.9   **From 6 July 2020**
- Outdoor hospitality (subject to physical distancing and public health advice)

3.10   **Phase 3 - From 10 July 2020**
- People can meet in extended groups **outdoors** (with physical distancing) –
- Households can meet **indoors** with up to a maximum of **two** other households (with physical distancing)

3.11 **From 13 July 2020**
- Non-essential shops inside shopping centres can re-open (following guidance and with physical distancing)
- Organised outdoor contact sports can resume for children and young people (subject to guidance)
- All dental practices begin to see registered patients for non-aerosol routine care. Work begins to return aerosol generating procedures to practices
- Increasing capacity within community optometry practices for emergency and essential eye care

3.12 **From 15 July 2020**
- Holiday accommodation permitted (following relevant guidance) –
- Indoor hospitality (subject to physical distancing rules/public health advice)
- Hairdressers and barbers - with enhanced hygiene measures
- Museums, galleries, cinemas, monuments, libraries - with physical distancing and other measures (e.g. ticketing in advance)
- All childcare providers can open subject to individual provider arrangements

3.13 **11 August 2020**
- **Schools:** Schools should prepare for children to be able to return to school full time in August (conditional upon ongoing scientific and health advice). This date may fall in Phase 3 or Phase 4, depending on broader progress. The blended model of schooling remains a contingency plan.

3.14 **Phase 3 - Dates to be provided on 9 July (unlikely to be before 23 July)**
- Non-essential offices and call centres can re-open following relevant guidance. Working from home and working flexibly remain the default
- Universities and colleges - phased return with blended model of remote learning and limited on campus learning where a priority.
- Places of worship can re-open for congregational services, communal prayer and contemplation with physical distancing and limited numbers
- Easing of restrictions on attendance at funerals, marriages, civil partnerships, with physical distancing (limited numbers).

3.15 **Following will be subject to further public health advice:**
- Live events (**outdoors**) - with physical distancing and restricted numbers.
- Live events (**indoors**) - with physical distancing and restricted numbers.
- Indoor gyms - with physical distancing.
- Other personal retail services - with enhanced hygiene measures.
- Other indoor entertainment venues (e.g. nightclubs, bingo, theatres, music).
- Public services continue to scale up and re-open safely

3.16 **Shielding**: The changes set out in this timeline do not apply to people who have been advised to shield. Their advice currently is to continue to shield until 31 July 2020, although outdoor exercise and meeting people from another household in groups of up to 8 people is allowed, provided people follow strict physical distancing.

4   Policy and Funding

4.1   At both a Scottish and UK Government level, the policy context and financial position in relation to the response to COVID-19, continues to develop at a rapid pace.

- The financial outlook over coming months is still evolving and will undergo situational adjustments, at pace, as the response to COVID-19 develops
- Current outcome estimates indicate a full year impact in 2020/2021 of up to £55M for the Council, with additional funding announced of around £9.5M to begin to address this impact
- Significant work is being done with COSLA to make the case for additional funding and/or financial flexibility to be put in place by both UK and Scottish Government's to support local authorities in meeting the financial implications arising from COVID-19 over coming years

4.2   Appendix 2 provides a copy of the weekly data return submitted by the Council to COSLA on 26 June 2020.

Financial Update

4.3   In line with previous reporting to the Board, officers have continued to support a national COVID-19 costing exercise being coordinated through COSLA which is informing ongoing engagement with the Scottish Government. COSLA has now completed a third iteration of costing, which has moved on to assessing as best as possible at present, the potential full year projected cost during 2020/21.

4.4   As anticipated, the costs emerging from this initial full year exercise are substantial, both at Council level and nationally. Costs are also recognised to be subject to material uncertainty and influence of change as the immediate position and outlook over coming months undergoes situational adjustments, at pace, as the planned response to COVID-19 develops.

4.5   The most significant recent example of this was movement on the planned re-opening of schools in August. Significant planning for a blended learning approach had been operationally progressed and costed over a number of weeks but this was then stepped down to contingency status with planning shifting towards a preferred 100% return of pupils.

4.6   Consequently, the full year estimated costing exercise will continue to be subject to regular revision to keep it updated and aligned as closely as possible to the developing and forecasted impact on Council services and local communities.

4.7   Excluding the impact on capital costs and overall Council tax yield, which as outlined to the board previously will take several months for the actual impact to become clearer, the forecast full year gross financial impact for the Council is estimated at approximately £35 million incorporating the impact of a blended learning approach in schools. Including a credible outcome scenario for the impact on capital and Council tax could lift this overall total to around £55 million. Following the recent announcement on blended learning, this costing exercise is undergoing a further update over the course of July, to account for the what is now anticipated with school pupils returning to 100% of normal teaching time. Even with this approach, additional costs are still expected to emerge to support the operational arrangements that will be put in place across the school estate.

Therefore, although the additional costs for schools and early learning will reduce somewhat, the full £12 million of additional costs forecast for Children's Services that is included in the £35 million referenced above, will only be partly reduced. A further update will be provided to the Board once this exercise is completed in line with the national co-ordination provided through COSLA.

4.8   At present, based on funding announcements made to date the Council is expected to receive in the region of £9.5 million to manage this financial impact, considerably less than potential financial impact for the year even after revisions are made over the course of July for the planned change in schools operations. This position is replicated at a national level and as outlined to the board previously, engagement continues to be progressed between COSLA and the Scottish Government regarding this significant funding gap.

4.9   The preferred option of both Scottish Government and Local Authorities is that the UK Government makes more cash resources available to meet all additional costs currently being incurred, and this continues to be actively pursued. However, on the basis that this is not achieved, COSLA's engagement has moved on to seek Scottish Government support for a joint approach to the UK Government to secure additional financial flexibility to support local government financial stability and viability. These financial flexibilities are focused on exploring solutions that seek to spread the cost of the financial impact over a number of future years and which would be accompanied by additional Scottish Government financial support. Such flexibilities would require some legislative adjustments but could provide a route for the significant costs to local authorities to be more significantly funded and for this to be accommodated over a longer period as part of national budget arrangements in Scotland.

4.10   Notwithstanding the outcome that emerges from COSLA's engagement with national governments, and in line with the recommendations approved at the Council meeting on 25 June 2020, officers are progressing work to identify a range of local options available to the Council to mitigate the financial impact as part of a revised financial strategy that will be considered by Council at its meeting in September. This will include deploying permitted flexible use of existing funding streams linked to Early Learning, Pupil Equity Funding and Attainment Challenge Funding, as well as options to redirect and repurpose existing approved resources where the impact of COVID-19 disruption presents such opportunities. In addition, and in the absence of any positive outcomes emerging from COSLA's ongoing work, local financing flexibilities, that are available within the context of existing statutory regulations, are being explored to assess the opportunity to provide in year financial capacity for the Council whilst acknowledging this may result in longer term financial consequences.

5   Recovery Update: Living with COVID-19

5.1   On 18 June 2020 the First Minister announced that there were strong indications of the virus being suppressed within the community and that elements of Phase 2 of the routemap for easing lockdown could be introduced on a phased basis. This section provides updates on recovery in relation to a number of services.

- Preparations will be beginning for the full reopening of schools and early years services in August, under guidance expected soon from the Scottish Government, with the plans already made to deliver a blended model being retained as a contingency. A firm decision on which approach to follow will be based on wider progress with suppressing the virus and the decision will be made by the Scottish Government by the end of July 2020.
- House moves are now permitted and Housing Services are prioritising the provision of settled accommodation for homeless people to reduce and eliminate the requirement for B&B accommodation as quickly as possible
- Communities and public protection services are beginning to restart with a focus on supporting local businesses and communities as town centres begin to reopen for business in line with the Scottish Government routemap.

Children's Services
Schools Recovery Plan

5.2   A summary of the arrangements for reopening schools and early learning and childcare settings in August was presented to the Emergencies Board on 19 June 2020 for consideration. This included the pattern of attendance in a blended learning model for early learning, primary and secondary sectors. At that meeting it was noted that the Children's Services recovery plan would be presented to the Emergencies Board at this meeting.

5.3   On 15 June 2020, the Scottish Government indicated that Education Scotland would scrutinise local authority recovery plans for reopening schools. This was to ensure Councils had done everything possible in order to maximise face to face contact with children. A copy of the plan submitted to Education Scotland on 24 June 2020 is attached as Appendix 3 to this report.

5.4   The Deputy First Minister made a statement in the Scottish Parliament on 23 June 2020, outlining the government's aspiration that there be a full-time return to school and nursery for all children and young people from the start of the new academic session in August 2020.

5.5   This announcement is welcome but marks a significant departure from current planning which had sought to implement the guidance issued in the framework for recovery published on 21 May 2020. However, the extensive work that has already taken place to develop a blended learning model will be ready and in place if it proves for any reason, not to be possible to move to a full-time model at the start of August 2020.

5.6   It is anticipated that a final decision as to whether or not to fully reopen schools and early learning and childcare centres from 11 August 2020 will be taken no later than 30 July 2020. This will be based on the most up to date scientific and health advice available at that time. It should be noted that this date may fall in phase 3 or phase 4 of the route map for recovery, depending on broader progress

across the country. The blended model of face to face learning and teaching will therefore remain a significant part of our contingency planning.

5.7   In order to plan for the reopening of schools in August consultation on an amendment to holiday arrangements has now been concluded. This means that 10 and 11 of August 2020 will now be in-service days for school staff with pupils returning from 12 August 2020.

Children's Social Work and Criminal Justice

5.8   Children's and criminal justice social work continued to operate during lockdown, with most fieldwork staff working from home and undertaking essential visits to the most vulnerable members of the community. The route map doesn't contain specific target dates for the resumption of social work services other than an indication that in each of the phases of recovery there will be an increase in social work activity within the community.

5.9   During phase two there will be an increase in the number of children who are in foster or residential care being able to have face to face supervised contact with their parents and other members of their extended family. Arrangements are also being put in place to allow the increased participation of children and families in child protection meetings and looked after reviews.

5.10   In criminal justice, planned interventions with those on community payback orders will increase and there will be a resumption of court activity. During phase two the recovery of the unpaid work scheme operation will be taken forward.

Communities, Housing and Planning
Housing Services

5.11   The Scottish Government's route map allows for the relaxation of restrictions on house moves in Phase 2. Guidance on moving home was published on 23 June 2020 and came into effect from 29 June 2020. The guidance on moving home covers all tenures but includes specific advice for the social and private rented sectors.

5.12   From 29 June 2020, all home moves are permitted as long as they can be carried out safely. The guidance makes clear that this does not signal a 'return to normality' and that the process of moving home is very different from pre-COVID-19. Practices and procedures for everyone involved in the process of moving home have been adapted to ensure that the risk of spread of the virus is reduced as far as possible. This includes doing more of the process online (eg virtual viewings), following social distancing, hand washing and respiratory hygiene measures at all stages.

5.13   At the end of April, the Scottish Government published guidance on housing allocations which highlighted the importance of bringing empty properties back into the housing supply to provide safe and secure accommodation for homeless people and those in emergency housing need. It includes practical advice on void repairs, cleaning, contactless letting processes and tenant support and wellbeing.

5.14   Routine letting was suspended in Renfrewshire at the end of March, with allocations activity focused on providing temporary accommodation for homeless

people, emergency accommodation and enabling people in critical need to move where safe and possible to do so. During this time, officers working remotely have continued to offer housing options advice and register new housing applications.

5.15 Moving forward over the coming weeks, operational letting activity will continue to focus on the provision of temporary and settled accommodation for homeless people and other people with the highest levels of housing need, in keeping with the needs-based framework set out in the housing allocation policy. The sustained focus on homelessness is necessary at this point, in order to enable people to move on from temporary accommodation to settled housing, create greater capacity within the system and return to a situation in Renfrewshire where it is not necessary to use B&B accommodation.

5.16 Some offers of housing were made prior to the end of March which had to be suspended due to lockdown. Officers are contacting these prospective movers to check if they are still able and willing to move home. Where possible, moves will be facilitated, taking account of all relevant guidance. Preparatory work is in progress to support this, including making short video clips of properties to allow prospective movers to 'view virtually' rather than in person.

Communities and Public Protection
Support for businesses

5.17 Officers from across many services (Regeneration, Environmental Health & Trading Standards, Roads and Corporate Communications) have met to discuss how the Council can assist businesses in opening up over the coming weeks and months. In particular, the retail sector (excluding shopping centres) opened on 29 June 2020 and both Environmental Health Officers and Trading Standards Officers visited premises to ensure compliance with the Health Protection (Coronavirus) (Restrictions) (Scotland) Regulations 2020. This included appropriate risk assessments and social distancing within the shop and also the queues outside.

5.18 There were no major problems on the first day of opening with a closing down sale in Braehead the only one causing a potential issue with queues which was quickly resolved with management. Large premises e.g. IKEA were visited and noted to have good procedures and plans in place. Officers will continue to visit shops proactively to assist and raise any issues witnessed.

5.19 Over the coming weeks, pubs and restaurants will be able to re-open (outdoor areas first, followed by indoor) and again, Officers from Communities and Public Protection will liaise with colleagues in Police Scotland and Licensing to assess if proactive joint visits are required. Further guidance and changes to legislation will will influence decisions made by Officers.

Renfrewshire Community Safety Hub

5.20 From 6 July 2020, additional employees working within the Renfrewshire Community Safety Hub will begin to return to work providing additional capacity to assist communities and businesses over the coming weeks. The Hub building presents challenges to ensuring physical distancing, however, risk assessments have been undertaken and staff shift start and finish times are being adjusted to minimise interactions where possible. Whilst some staff will continue to work from home, remain shielding or are seconded to other essential areas of priority activity, the reinstatement of services in this facility will allow a more visible presence in

and around towns and villages to support businesses as they reopen and provide re-assurance to communities around anti-social behaviour or fly tipping.

Environment and Infrastructure
Special Uplifts

5.21   The special uplift service has been suspended since 23 March 2020 when the COVID-19 lock down period commenced. It is intended to restart the special uplift service on 6 July 2020 with bookings being taken from 1 July 2020.

5.22   All special uplift bookings must ensure that items have been outdoors for more than 72 hours before collection, to follow industry guidance that aims to minimise the risk to the workforce posed by the virus on exposed surfaces.

5.23   Initially special uplifts requests will be taken for up to 20 items, white goods and bulk room clearances only. Grounds clearances (i.e. uplifts of more than 20 items) and assisted uplifts will not be available at this time. There is a limited resource available to support this service and demand for the service is currently unknown. Should demand for the service exceed capacity the service may have to temporarily reduce the number of new requests that can be booked to ensure a backlog of uplift requests don't build up.

Household Waste Recycling Centres

5.24   Renfrewshire's Household Waste Recycling Centres reopened on 1 June 2020 with materials being reintroduced on a weekly basis up to 29 June 2020 when all materials were being accepted at all locations. Not all centres reopened seven days a week due to the high level of additional resource required to support reopening and physical distancing arrangements at each site and to ensure the safety of staff and the public.

5.25   The reopening of the centres was supported by a communications campaign and this has been well received by the public who came to the centres with the correct materials on the correct weeks. Traffic management measures were introduced at all the centres to control queues for the high volume of vehicles expected and to give staff the opportunity to ensure drivers accessed the centres safely, ensuring that both the public and staff members were safe and physically distanced.

5.26   The centre usage has been quite consistent with the public following the communications and bringing the right materials at the right time. The average number of vehicles using each centre daily has been:

- Paisley   530
- Linwood   286
- Erskine   386
- Renfrew   341
- Johnstone   154

5.27   The Emergencies Board on 22 May 2020 advised that the current arrangements would be reviewed at the end of June. Following this review, the table below sets out the opening times and days for each of the 5 HWRC sites from 13 July 2020 to end of August 2020, at which point the arrangements will be further reviewed. As set out above not all centres are being reopened seven days a week due to the high level of additional resource required to support the centres and physical

distancing arrangements at each site to ensure the safety of staff and the public. As can be seen from the table there are increased opening hours being provided at the Erskine and Renfrew centres with the aim of spreading the significant demand for access to these centres and reducing the ongoing requirement for traffic management and other support arrangements at these centres, minimising traffic queues and congestion as far as possible.

Household Waste Recycling Centre	Days of the week Open	Times of Opening
Linwood, Middleton Road	7 days a week	8.00 am to 6.00 pm
Paisley, Underwood Road	7 days a week	8.30 am to 6.00 pm
Erskine, Barrhill Road	5 days a week. Every Monday, Tuesday, Wednesday, Friday and Sunday	8.00 am to 6.00 pm
Renfrew, Haining Road (entrance via Sean Park Road)	5 days a week. Every Monday, Tuesday, Thursday, Friday and Saturday	8.00am to 6.00 pm
Johnstone, Miller Street	3 days a week. Every Wednesday, Thursday and Sunday	8.00am to 6.00 pm

5.28   Commercial style vehicles (vans & trailers) have not been able to access any of the centres since they reopened on 1 June 2020. Commercial style vehicles will be allowed to access the Linwood HWRC from 13 July 2020. Linwood is our second largest centre and has been selected as it has the greatest capacity to cope with any increase in demand and has a central location in Renfrewshire. There will be no requirement for a permit to be completed in advance of commercial style vehicles accessing the Linwood centre. It must be emphasised however, that commercial style vehicles will be turned away if they are suspected of carrying commercial waste - only household waste will be accepted.

Grass Cutting

5.29   The Council under the Scottish Government's routemap was able to commence grass cutting services in early June. The table below was presented to the Emergencies Board at its meeting on 29 May 2020 setting out the approach that would be taken to grass cutting over this summer.

Stage	Grass Cutting Activities
Ongoing - continued during lockdown	• Cemetery Grass Cutting Operations • Cemetery Grounds Maintenance • Emergency Arbor • Sightline Vegetation Removal
Stage 1 (26 May to 1 June)	• Golf Course • Bowling Greens • School Hubs
Stage 2 (1 June to 21 June)	• Common Maintenance Programme • Garden Assistance Scheme • Grass Roundabouts & sightlines • open spaces panels (large & medium sized) • Parks • School grounds and surrounding grass panels • Sports Pitches • Weed/Herbicide control
Stage 3 (21 June onwards)	• Flower Bedding • Hedge & shrub maintenance that support sightlines
Stage 4 (13 July onwards)	• Review of all other grass panels, hedges and shrubs to determine what areas require attention to support priorities.

5.30   All the Stage 1 and Stage 2 grassed areas have now been cut and brought back to 'normal' grass length to support sport, recreation and safety across Renfrewshire. The only exception to this is a small percentage of common maintenance and garden assistance grassed areas that will be completed during week of 6 July 2020. In addition to the above table all of the Council's playparks were cut and prepared for reopening on 29 June 2020 and work has been undertaken on the rural verge programme. The service is currently in Stage 3 of the programme which is a continuation of maintaining the grass panels set out in Stages 1 and 2 and expanding this to planting bedding flowers and commencing the hedge & shrub maintenance programmes that support road safety sightlines.   From 13 July 2020 onwards, the service will move to Stage 4 of the programme and the following paragraphs look to expand upon the work that will be undertaken from the 13 July 2020.

5.31   As detailed in the Emergencies Board paper on 29 May 2020 the grounds maintenance service has not been and will not operate as normal this summer whist the impact of the pandemic is ongoing. The service will continue to focus on maintaining priority grass panels, the panels identified as supporting outdoor exercise and recreation within a community and the safety of pedestrians and road users.

5.32   During Stage 4, from 13 July 2020, officers will carry out a safety assessment of every uncut grass panel to determine if it requires any maintenance to support the safety of pedestrians and road users. If this is the case, then it will then be added to the schedule for maintenance over this summer.

5.33   The Council has received feedback from residents through its social media channels, the public directly and from elected members, that many people are enjoying seeing the increased biodiversity and natural flowers that have been developing in the grass panels that have not been cut so far this summer. The unique circumstances of the pandemic have provided the Council with an opportunity to undertake a biodiversity and wildflower assessment of the uncut grass panels and this assessment will be undertaken alongside the safety assessment set out above. The biodiversity assessment will seek to identify which panels are suitable for being maintained as a biodiversity/ wildflower area and also to note what the natural biodiversity is and whether any additional sowing of wildflower seeds to increase biodiversity would be beneficial, as a number of the uncut panels are dominated by common grass species.

5.34   An important part of this assessment will be the input of local communities. The panels that are deemed suitable for maintenance as a wildflower / biodiversity panel will be put forward to allow local communities to have their view and to also make suggestions of other panels and areas that they think would merit consideration as a biodiversity area. Community engagement will be taken forward through local partnerships, elected members and the Council's social media channels supported by the Council's communications team.

5.35   Grass panels that are not deemed a priority to be cut this summer will still be managed, with the majority of these grass panels being cut in early autumn (mid-September/October) in order for the panel to be prepared to be maintained in the

2021 grass cutting season as either a maintained grass panel or a wildflower/ biodiversity panel.

Spaces for People

5.36 Under the spaces for people funding programme the Council is taking forward a number of different funding stream applications as previously reported to the Emergencies Board. The Council has been awarded £100,000 for the first of these streams to create temporary footway widening around retail and busy amenities. Over the next 2 weeks works will commence at the following locations to temporarily widen the footpaths to support physical distancing and support local businesses.

- Penilee Road, & Well Street   Paisley
- Main Road, Elderslie
- Church Street, and High Street Johnstone,
- 2 locations on Paisley Road Renfrew
- 3 locations along Glasgow Road Paisley

5.37 The works at these locations will range from the removal of pedestrian guardrails and banning of parking to allow for the footway width to be extended, and the installation of temporary barriers, thereby assisting the public in maintaining physical distancing around these locations. Elected members will be advised on the proposals for the locations within their wards and local towns.

5.38 The Council has also just received notification that it has been successful in receiving funding to create temporary cycling lanes on some arterial routes. The detail on this will be brought back to the next meeting of the Emergencies Board when feedback from Sustrans has been received. As set out previously to the Emergencies Board a short period of consultation will be undertaken on the proposals before they are progressed.

6   Health and Social Care Partnership

- There have been no additional deaths reported since 10 June 2020, and no care homes have reported residents with symptoms of COVID-19 or confirmed cases since 19 June 2020. No Care at Home service users have reportedly died with COVID-19 since 9 May 2020.
- Testing of all residents and staff in all care homes is completed where residents have agreed to be tested.
- From 3 July 2020, visits will resume for care home residents and will be permitted for one relative or significant other within a garden or outside setting, using appropriate levels of PPE, adhering to 2-metre physical distancing and lasting no longer than 30 minutes.

Care Homes

6.1   Renfrewshire has a mixture of residential care homes and extra care housing directly operated by the Health and Social Care Partnership; nursing homes and a smaller group of residential care homes operated by the independent sector.

6.2   As in previous reports to the Board the data available is based on self-reporting by all 22 care homes and discussions with the Care Inspectorate, which are held weekly. Sadly, 113 people have now been reported by care homes as dying with COVID-19 since 18 March 2020. There have been no additional deaths reported since 10 June 2020, and no care homes have reported residents with symptoms of COVID-19 or confirmed cases since 19 June 2020.

Testing

6.3   Weekly testing of care home staff was introduced week beginning 8 May 2020. Initially, a hybrid model was used with 5 care homes using the Government's Social Care Portal and the remaining 17 homes supported by the HSCP. As of 22 June 2020, all care homes are providing weekly testing to their staff through the Government Social Care Portal. To date the weekly testing of staff has identified 6 asymptomatic staff members who have tested positive for COVID-19. These positive tests triggered outbreak testing of residents in 6 care homes and, to date, no residents have tested positive for COVID-19 following these tests.

6.4   Weekly testing will begin to be administered by an NHSGGC Central Hub, from this week for the 4 local adult registered care homes. The local care home testing HUB will continue to administer COVID-19 tests for any symptomatic residents across older adult and adult care homes and will initiate outbreak testing following any positive test in a home.

HSCP-Operated Care Homes

6.5   In Renfrewshire, there are 3 HSCP-operated care homes and 4 HSCP-operated extra care units. All resident testing has now been carried out at all 3 care homes and there are currently no suspected cases in the resident group. The 4 extra care units which have a similar vulnerable resident population to the residential care homes will also be tested as part of the precautionary measures.

Care Home Visits

6.6   As part of Phase 2, a phased resumption of visiting to care homes by family members in a managed way, where it is clinically safe to do so, is allowed. In line

with the statement from the Cabinet Secretary, from 3 July 2020, visits will resume for care home residents – this means that visits will be permitted for one relative or significant other, within a garden or outside setting, using appropriate levels of PPE, adhering to 2-metre physical distancing and for no longer than 30 minutes. No physical touching will be permitted.

6.7   Work is underway across the care home sector to prepare for visiting arrangements. The HSCP works closely with commissioned care homes and has supported weekly discussions as part of the enhanced support in place. An initial discussion has taken place with all care homes and will be followed up at this week's discussion session. In addition, both the HSCP Contracts team and Nursing service will proactively offer advice and support. It should be noted that the HSCP does not have control over visiting arrangements to individual care homes.

6.8   Some care homes will have building limitations such as gardens which are too small to accommodate visits or where access to and from rooms would mean increased traffic through other units or designated 'green' areas which are generally staff areas. Visiting will be dependent on care homes remaining free of outbreaks and arrangements will continue to be reviewed in line with Public Health advice.

6.9   In terms of the HSCP operated care homes – Hunterhill, Montrose and Renfrew and the extra care housing units at Robertson, Arnott, Banktop and Clayson - the HSCP has contacted residents' family members or significant others to update them on the developing arrangements and to share the guidance from the Scottish Government. A leaflet 'Visiting Your Relative Living in a Care Home' [June 2020] has also been distributed to family members/significant others.

6.10   The leaflet highlights a number of the key issues for visiting in garden or outside areas and re-establishing contact with their loved ones. While contact has been maintained for many residents, this has been via iPads and so called 'window visits' where that has been possible. For some residents there will have been changes to general health and wellbeing – in particular, residents with dementia may have suffered some further cognitive decline and the use of PPE including face masks by visitors will mean that residents may struggle to recognise their loved ones.

6.11   Garden visits will take place from 3 July 2020 but will be on an appointment basis only – each care home/extra care unit will unlikely be able to manage any more than 3 family visits per day, given the other care tasks, and it will therefore take some time to accommodate all requests. Support will continue to be offered to residents' family/significant others to use phone calls, video/iPads and window visits to continue to provide increased levels of contact.

6.12   For HSCP operated homes/units, visits will take place in garden areas covered by gazebos. Visits will be dependent on weather conditions and the health of the individual resident.

6.13   Family members have been very supportive of care homes throughout the last 3 months and services will continue to work closely with them.

Care at Home Services

6.14   At present, Renfrewshire HSCP is supporting approximately 1,600 service users through its internal and external Care at Home services.

6.15   Appropriate PPE is worn by staff when supporting service users in their homes, with all appropriate precautions being taken to maintain safe and effective care delivery. Access to testing is available for eligible people and staff who are symptomatic or have household members who are symptomatic.

6.16   At the time of writing, sadly 15 Care at Home service users have died since 18 March 2020, with the deaths reported as being related to COVID-19. There has been the position since 9th May 2020. Like care homes the numbers of people reported by providers as showing symptoms of COVID-19 does vary from day to day as people are tested or recover. Numbers reported remain small relative to the wider population and at the time of writing 4 service users have been confirmed as having COVID-19 and another 3 people are currently being reported as having COVID-19- like symptoms.

Staff Testing

6.17   As previously reported, NHSGGC has established its own system of testing which as at 16 June 2020 has facilitated 163 HSCP staff to be tested, with 41 testing positive for COVID-19. Of the 122 staff who did not test positive, this process has allowed 83 to return to work and 39 have moved to general absence.

6.18   All 213 staff working at the 3 HSCP-operated Care Homes have been tested. 199 staff have tested negative, and the remaining tests results are awaited. In addition to this, weekly surveillance testing of care home staff began week commencing 8 June 2020. This included second tests for 160 staff working in HSCP-operated homes. 684 staff tests were also carried out in external care homes, with 2 positive tests identified through this process. Outbreak testing is being undertaken in the homes concerned during the week commencing 15 June 2020. In addition to the above, 79 staff in the HSCP's 4 local extra care housing complexes have been tested. In addition to this, and as noted above, weekly surveillance testing of care home staff continues.

6.19   At present, there are a total of 35 HSCP staff unavailable to work due to a COVID-19 diagnosis, family contact or actual symptoms. This figure has been decreasing on a weekly basis.

7.   Support for Communities

- It is recommended that the next round of Local Partnership meetings take place virtually through an online platform such as Skype or MS Teams. The Partnerships and Inequalities Team, with other Council services, will work with the Chair of each Local Partnership to put into place arrangements to support participation
- Welfare calls to the Group 1 Shielded and Group 2 vulnerable people being supported by the Council are continuing and significant numbers of people have continued to confirm that they no longer require the crisis food support they previously received and have been removed from this service. Consistent messages have been received from the people coming off the service about the quality of the service and how much they appreciated the support provided
- Local authority staff may be required to continue to support the Test and Protect model to some extent on an ongoing basis. Arrangements are likely to fall under the terms of the Joint Health Protection Plan signed by all 6 local authorities with the Health Board and used to tackle similar outbreaks when required.

Local Partnerships

7.1   Due to the lockdown measures imposed in late March, all the local partnership meetings which were due to be held in May and June 2020 were cancelled. During this cycle, Local Partnerships had been due to consider applications made from community groups and organisations as part of the annual allocation of Local Partnership funding.

7.2   In the intervening period, the team have signposted organisations to a range of national funding streams which have been made available by the Scottish Government, to support the ongoing financial sustainability of third and community sector organisations as well as to gain funding to deliver local COVID response activities.

Proposed arrangements

7.3   The next round of Local Partnerships are scheduled to take place following the summer recess. It is proposed that this cycle of meetings is supported to take place, in order to ensure that all applications received can be considered by each Local Partnership.

7.4   It is anticipated that a number of groups and organisations may now not wish to proceed with an application, as the event or programme of activities that they had planned to undertake are in the past or will now not take place. Some organisations may however wish to provide additional information to support their application, to evidence changes they will make to their activities due to COVID-19.

7.5   In order to facilitate this information exchange, the Partnerships and Inequalities team will contact all applicants to confirm the current status of their application during July 2020, with any supplementary information to be provided to the team by early August. In order to allow appropriate time for this process to be undertaken and in recognition of current team capacity, the Head of Policy and

Commissioning will contact all Local Partnership Chairs to schedule the next round of meetings from mid-September 2020.

7.6   In line with national guidance on physical distancing, it is recommended that the next round of Local Partnership meetings will take place virtually through an online platform such as Skype or MS Teams. The Partnerships and Inequalities Team, with other Council services, will work with the Chairs of each Local Partnership to put into place arrangements which will support participation.

Shielded and Vulnerable Residents

7.7   People who are shielding are being advised by the Scottish Government that they should continue to do so until at least the end of July 2020 and the support currently in place for those who are shielding, in terms of free grocery boxes and priority access to online supermarket delivery slots, will continue to be available throughout this time. To date the local helpline has responded to around 8,200 calls with significant support provided through the Local Assistance Team to vulnerable people.

7.8   The initial crisis response phase of assistance is now complete. The Local Assistance Team has made contact with the majority of people on the local shielding list – over 98% and in the past week only a further 20 names were added to the list of people being asked to shield. Where contact has not been made directly by the team it is being checked through the HSCP with GP's.

7.9   Welfare calls to all of the Group 1 Shielded and Group 2 vulnerable people being supported by the Council are continuing and significant numbers of people have continued to confirm that they no longer require the crisis food support that they initially received and have been removed from this service. Consistent messages have been received from the people coming off the service about the quality of the service and how much they appreciated the support provided – indicating it made an enormous difference to their situation as the lockdown was implemented.

Test and Protect

7.10   The Test and Protect model is now fully operational across Scotland and locally within the Greater Glasgow and Clyde Health Board. Robust arrangements are in place. Renfrewshire Council has 2 full-time equivalent staff assisting wherever required. Numbers across the country remain low, however, the capacity is there if there is to be a second wave or a short/sharp increase in local cases.

7.11   As previously reported to the Emergencies Board, a national body is due to take over the Test and Protect model in July 2020. It is now intended that the national team will deal with more routine tracing and cases, however, more complex cases will still be passed to local Health Boards to investigate, using their local knowledge and resources. This will likely mean that local authority staff will be required to continue to support the Test and Protect model to some extent on an ongoing basis. Meetings are being held with NHSGGC Health Board Public Health Team to discuss what this will entail, however, all arrangements are likely to fall under the terms of the Joint Health Protection Plan signed by all 6 local authorities with the Health Board and used to tackle similar outbreaks as and when required.

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Implications of the Report

1. **Financial** – the Council will experience a wide range of significant financial pressures arising from the impact of the pandemic on the population as well as the economic and social disruption caused by the associated restrictions being deployed by national governments. Significant financial pressures will emerge in a wide range of forms from loss of income, exceptional service costs, significant increase in demand for services, the need for additional and new interventions, urgent and immediate support arrangements and services from the Council to help individuals, families and businesses across Renfrewshire as well as the Council's workforce. The Scottish Government has provided a range of immediate funding announcements to provide specific support via local authorities to both individuals and businesses as well as a degree of general funding to assist local authorities in managing immediate financial pressures. Engagement will continue between COSLA and the Scottish Government regarding further funding as the period of emergency extends, however notwithstanding, the Council will experience significant financial impact and disruption that will require it to draw heavily on all its financial reserves and which is likely to take some time to recover. Current outcome estimates indicate a full year impact in 2020/2021 of up to £55M for the Council, with additional funding announced of around £9.5M to begin to address this impact.

2. **HR & Organisational Development** – the Council's workforce represents a major part of the local population and as such is being impacted directly by the spread of confirmed cases, but much more significantly by the public health directions for self-isolation given to those displaying symptoms and those with family members displaying symptoms as well as those in the at risk groups instructed to pro-actively implement strict social distancing arrangements. Full support and communication are being provided to all staff members to ensure they remain fully informed of the developing situation and where appropriate and practical, are being supported to work safely at home and or safely return to active work once recovered or free of recommended self-isolation periods. The impact of these factors will increase exponentially over coming days and weeks and therefore the scale of availability across the Council's workforce will come under unprecedented pressures. Working closely with national government, partners and trade unions the Council will by necessity be required to actively manage and redeploy staffing resources to meet the most critical services over this exception emergency period.

3. **Community/Council Planning –**
   Covid-19 will impact on the operations of Council partners and on services to the community. This paper highlights the work being undertaken to mitigate this impact as far as possible and maintain essential services for the safety and wellbeing of the community.

4. **Legal** – N/A

5. **Property/Assets** – N/A

6. **Information Technology** – ICT are working to ensure staff have the capability to work from home wherever possible to reduce social contact in line with government and health guidance

7. **Equality & Human Rights**

(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report.

8. **Health & Safety** – Advice and guidance is being given to protect the health and safety of employees and service users when carrying out priority services for the Council in line with government and health guidance

9. **Procurement** – N/A

10. **Risk** – Due to the severity of the global pandemic and Covid-19, there is a risk to the delivery of the services with staff levels being reduced. This is being closely monitored by the Emergency Management Team. Business Continuity Plans have been reviewed and the risk has been added to the Corporate Risk Register.

11. **Privacy Impact** - None.

12. **COSLA Policy Position** – Not Applicable

13. **Climate Risk** – Not Applicable

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List of Background Papers
None

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Appendix 1 - Coronavirus (COVID-19) Statistics

Figure 1 - Renfrewshire, Weekly COVID-19 Deaths, Number and location

Location ● Care Home ● Hospital ● Non-institution/Home ● Deaths
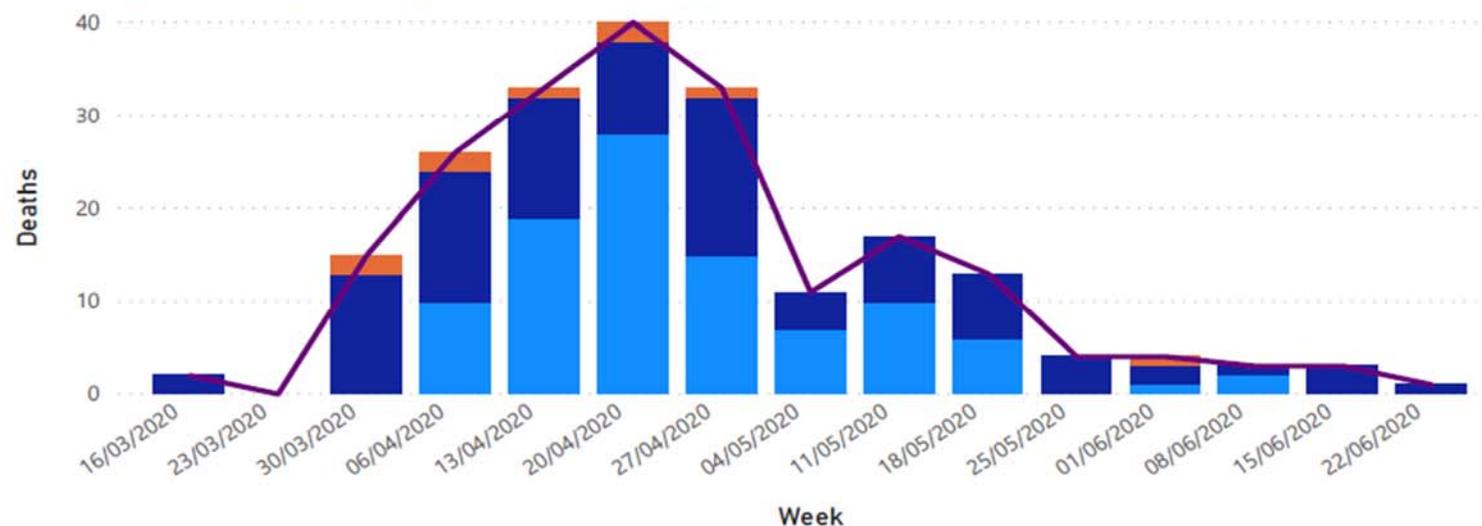
Location	16/03/20 20	23/03/20 20	30/03/20 20	06/04/20 20	13/04/20 20	20/04/20 20	27/04/20 20	04/05/20 20	11/05/20 20	18/05/20 20	25/05/20 20	01/06/20 20	08/06/20 20	15/06/20 20	22/06/20 20	Total
Care Home	0	0	0	10	19	28	15	7	10	6	0	1	2	0	0	98
Hospital	2	0	13	14	13	10	17	4	7	7	4	2	1	3	1	98
Non-institution/...	0	0	2	2	1	2	1	0	0	0	0	1	0	0	0	9
Total	2	0	15	26	33	40	33	11	17	13	4	4	3	3	1	205

COVID-19 related deaths were first reported in Renfrewshire in the week commencing 16th March 2020. Weekly deaths increased rapidly and reached a peak of 40 deaths in the week beginning the 20th April 2020. They then fell rapidly throughout the rest of April and into May, reaching levels consistently below 5 deaths per week for the last four reporting periods. 1 death in hospital was recorded in the week beginning the 22nd June 2020.

Source: National Records Scotland https://www.nrscotland.gov.uk/covid19stats

Appendix 1 - Coronavirus (COVID-19) Statistics

Figure 2 - Total Deaths in Renfrewshire by week

● Deaths in 2020 ● 5 Year Average ● 5 Year Maximum ● 5 Year Minimum

Week commencing

Over the period from the week beginning the 30 March 2020 to the week beginning 18 May 2020, Renfrewshire recorded 'excess deaths', that is deaths beyond the range predicted by previous years. Some of these deaths were directly attributable to COVID-19 but others related to a range of factors linked to the lockdown more generally and capacity within the Health Service.

The graph above shows all deaths occurring in Renfrewshire. Since the week beginning 1st June 2020 overall deaths in Renfrewshire have been in line with expected levels, a significant reduction from the peak in April of over 60 excess deaths.

Figure 3 - Total Care Home Deaths in Renfrewshire by week

● Deaths in 2020 ● 5 Year Average ● 5 Year Maximum ● 5 Year Minimum

Week commencing

Excess deaths similarly occurred within Care Homes, following a similar pattern and peaking alongside the overall deaths. The graph above shows that all deaths in Care Homes in Renfrewshire were below the 5 year average up to the end of March 2020, but then peaked during the pandemic remaining above average levels until the week commencing 25 May 2020.

Source: National Records Scotland

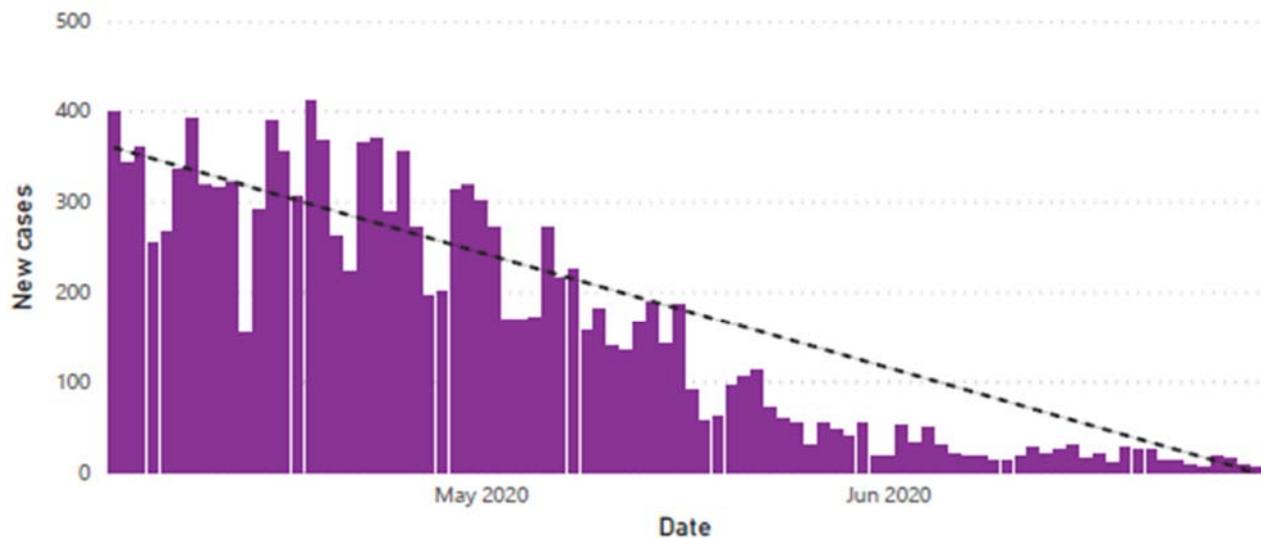# Appendix 1 - Coronavirus (COVID-19) Statistics

Figure 4 - New COVID-19 cases in the UK by date
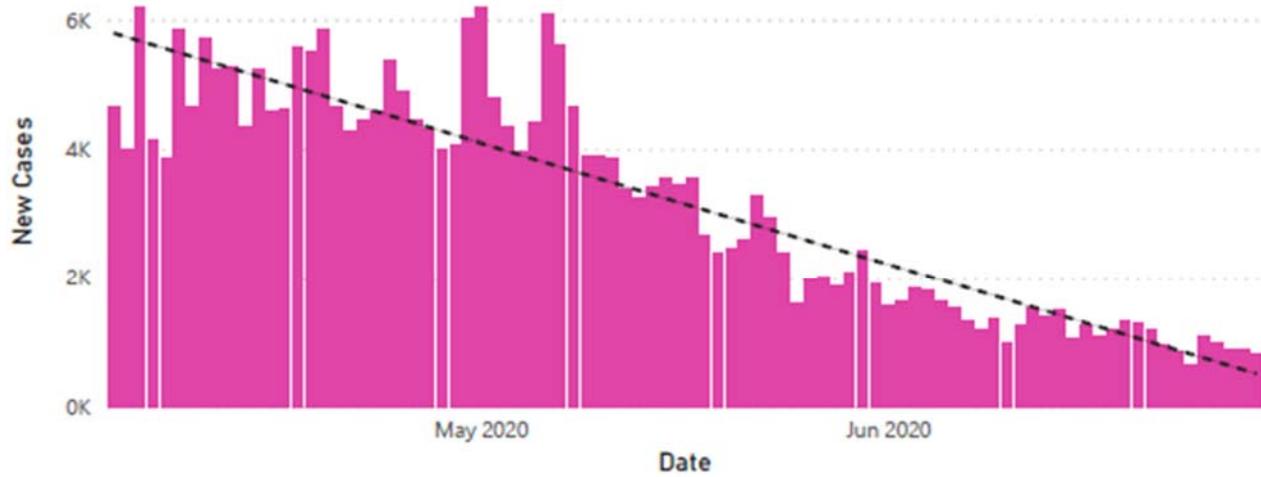
Source - gov.uk

The graph above shows the number of new cases identified by testing per day in the UK. While the number of daily reported cases of COVID-19 in the UK have greatly reduced from the peak in April and May of around 6000 cases per day, the rate of decline in June has been slower and just under 1000 cases as a seven day average are still recorded each day.

Figure 5 - New COVID-19 cases in Scotland by date

Source: statistics.gov.scot

New cases identified by testing in Scotland follow a similar pattern on a lower scale with a sharp drop from the peak of around 400 in April to small but consistent numbers of cases recorded in the past weeks. Currently around 10 new cases as a seven day average are being identified per day across Scotland.

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## Appendix 1 - Coronavirus (COVID-19) Statistics

Figure 6 - Countries with over 500 new COVID-19 cases recorded in the last 5 days
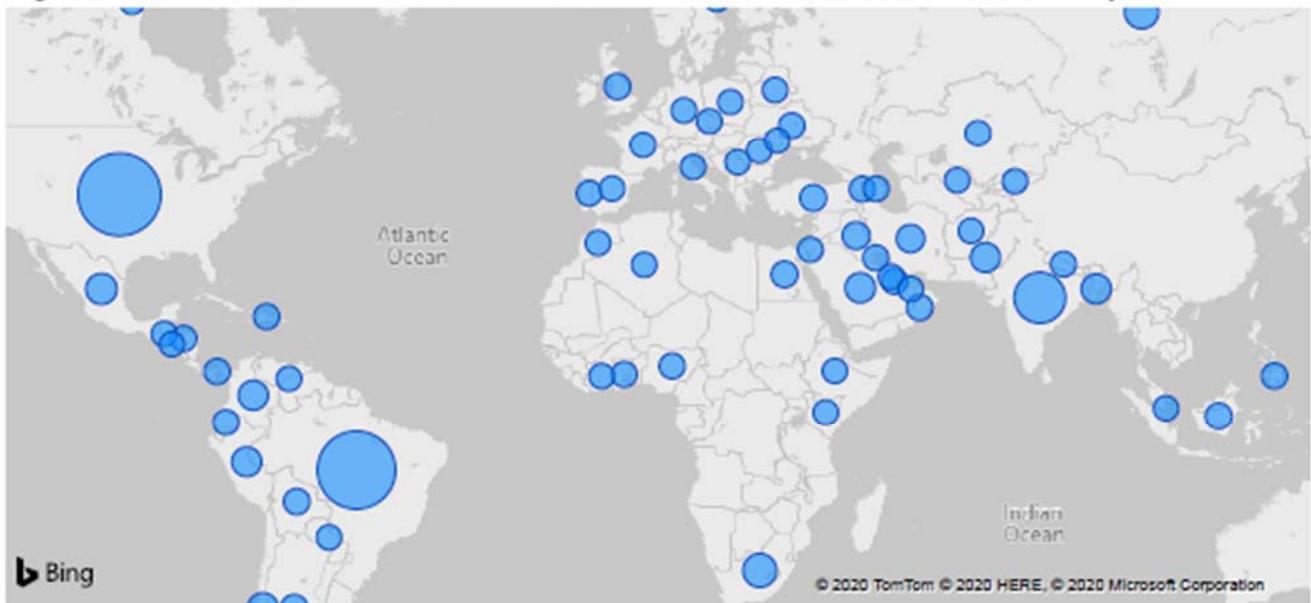
The map above shows the countries recording more than 500 cases in the last 5 days and illustrates that outbreaks remain on a global scale with Brazil, India and the USA reporting significant increases. Significant numbers of new cases continue to be reported around the world with 16 countries reporting more than 100 new cases per million of population on the 29th June.

Figure 7 - New COVID-19 cases per million population, 7 day average by date and location
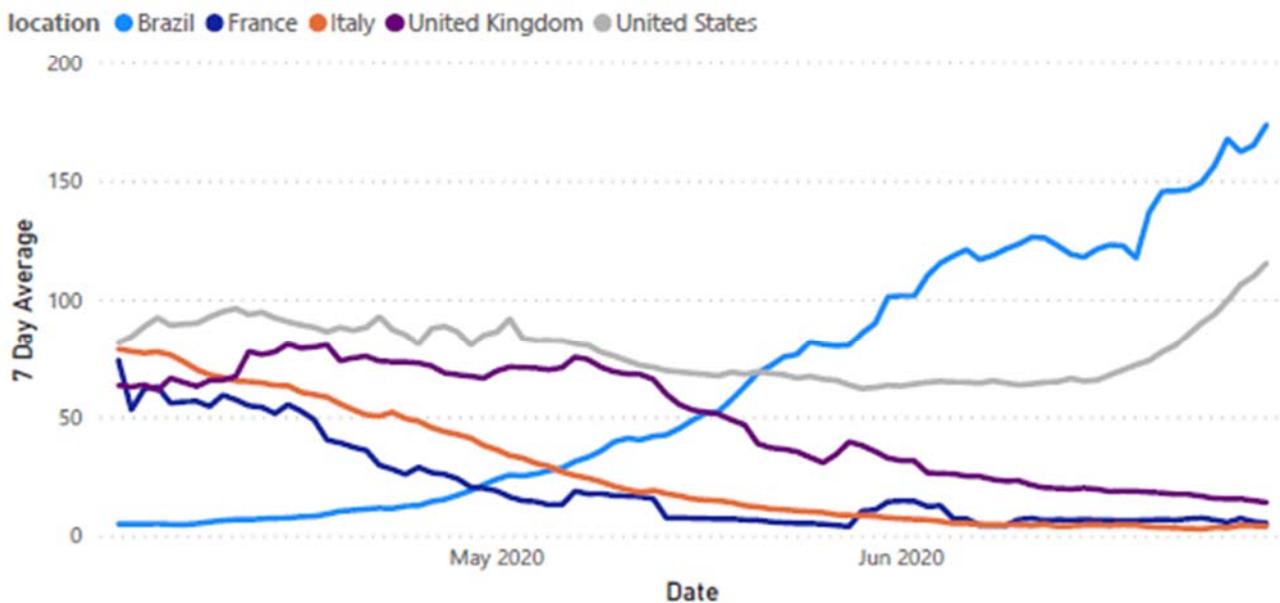
While the UK has successfully managed to reduce the number of new cases identified per million population and is approaching levels previously reached by France and Italy, other countries are continuing to see increases – particularly in the USA where numbers of new cases per million population were broadly similar to the UK up to mid-May but have since significantly increased over the last 2 weeks in June.

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Appendix 2: Local Government Data Dashboard - submission 26 June 2020

Ref	Indicator	Baseline Value (week 1 - 1st May	Submitted Value (week 9 -26th June)	Data as at date	Comments
S3	Total number of individuals on shielding list in contact with LA	4548	6074	22/06/20	
S5	Number of individuals assessed to be in need of food delivery but not pharmacy	1306	9	22/06/20	This shows number of new individuals for week w/c 15Th June
S7	Number of individuals assessed to be in need of pharmacy delivery but not food	82	0	22/06/20	This shows number of new individuals for week w/c 15Th June
S9	Number of individuals assessed to be in need of both food and pharmacy delivery	100	2	22/06/20	This shows number of new individuals for week w/c 15Th June
S12	Number of individuals who received other services	12	0	2/06/20	This shows number of new individuals for week w/c 15Th June
NS2	Total number of individuals calling helpline in LA area	4041	7908	22/06/20	
PP1	How many children (including unborn babies) were added to the child protection register in the last week?	1	2	24/06/20	
PP5	How many children with child protection plans were seen face to face by a professional (education/health/social work) in the last two weeks?	72	88	24/06/20	
AB5	Overall % of staff on Sickness and Special Leave	19.2%	13.2%	19/6/20	
R1	Total Number of Deaths Registered	324	711	21/6/20	This will now be reported as the cumulative position from 30th March. 202 Renfrewshire residents had a death registered which mentioned COVID-19, up to 21st June
F9	Net Council Additional Costs Financial Projection (Costs + Lost Income - Reduced Costs)	TBC	TBC	N/A	

Ref	Indicator	Baseline Value (week 1 - 1st May	Submitted Value (week 9 -26th June)	Data as at date	Comments
CH2	Number of teaching staff physically working in schools/hubs or LA ELC settings today	104	672	25/06/20	
CH5	Total number who physically attended today (excluding those that only attended for a free school meal)	276	738	25/06/20	
FSM1	The total number of children and young people for whom vouchers, direct payments or home deliveries have been provided for	7022	7550	25/06/20	
BG1	Numbers of Coronavirus Business Support Fund grant applications	2132	2878	23/06/20	This includes both small business grants and retail, hospitality and leisure grants.
BG2	Number of Coronavirus Business Support Fund grants awarded	1498	2182	23/06/20	As above.
BG4	Total value of Coronavirus Business Support Fund grants made	17,230,000	£24,530,000	23/06/20	As above.
H7	Total number of Homeless applications received in the month	81	78	31/5/20	
H20	Current tenant arrears - end of period	£1,363,500	£2,123,300	31/5/20	
HSCP1	Total Projected Additional HSCP Expenditure	28,982,065	£25,961,886	17/6/20	
HSCP7	Total all categories delayed discharges	22	26	22/6/20	
ASP1	Number of Adult at Risk / Adult Protection Referrals over the last week	Not collected in return	16	24/06/20	
ASP2	Number of Adult Concerns (from Police Scotland) over the last week	Not collected in return	47	24/06/20	
ASP3	Number of adults that were subject to an adult support and protection investigation over the last week	Not collected in return	1	24/06/20	

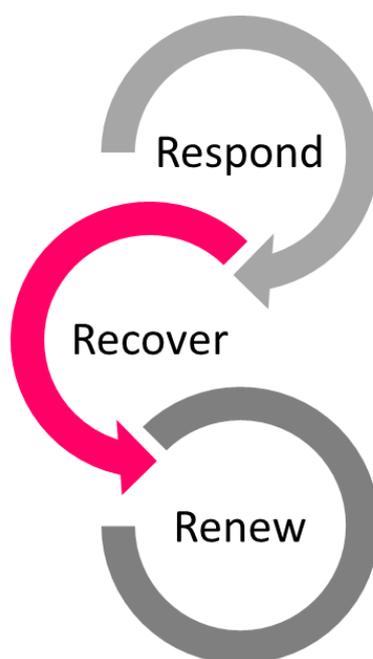Appendix 3- to be added – PDF's attached – Part 1: Part 2: Part 3:

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Local Education Recovery Plan

Build Back Better

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Introduction

This report summarises our response to COVID-19 which has been based on our Local Education Recovery Plan: Build Back Better.

We have every confidence that the strategic recovery framework that we have in place will ensure that children and young people in Renfrewshire receive the best possible educational experience next session.

Values and principles

We developed a structured and coordinated recovery plan underpinned by the Council's values; Fair, Helpful, Collaborative, Learning. The plan is reflective of our own vision statement within Children's Services; Working together to get it right for children, families and communities - protecting, learning, achieving, nurturing.

Our vision statement and Council values have shaped our response and have been invaluable reference points in the development of our recovery plan which has placed the needs of children and young people at the centre of our thinking.

Those needs are considered in the context of our recovery planning values: *Safe, Fair, Ethical, Clear, Collegiate and Realistic.*

Overarching objective

The main objective of the recovery plan is to support the safety, wellbeing, resilience and successful transition back into establishments for all children and young people with emphasis on our most vulnerable children in the first instance.

Conceptual framework

Our recovery plan is underpinned by the Build Back Better (GFDRR 2019) conceptual framework and driven by its guiding principle of improved rebuilding ("build back better") after an unplanned crisis or event. It has been adapted to suit our local needs and applied to support the creation of a high-level strategic plan in mid-April which includes a number of outcomes across key domains and phases of action.

There are five domains of action:

1. Assessment of Need
2. Infrastructure
3. Engagement, Coordination and Communications
4. Capacity and Capability
5. Learning, Teaching and Assessment

The focus of each domain is clearly detailed in the strategic plan.

A strategic lead officer has been assigned to each domain to develop and implement an operational plan which includes themed work packages to support recovery planning. Operational plans include all actions

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which are required to deliver on specific strategic outcomes outlined in the recovery plan. Lead officers and their teams are responsible for carrying out actions as identified and progress is detailed in the plan via a RAG tracker.

These plans are reviewed on a weekly basis by the strategic planning group chaired by the Head of Service for Curriculum and Quality, which in turn reports to the Governance Board (see following section).

National government guidance has clearly set out a phased approach to COVID recovery. Our plan reflects this and consists of three phases: Respond, Recover and Renew.

Governance arrangements

Clear governance arrangements are in place. A governance framework, supported by a dedicated programme management team, has been established to support the recovery plan consisting of:

- Consultation with elected members
- A cross-service governance board comprising colleagues from across the Council, chaired by the Director of Children's Services
- A strategic planning group, reporting to the governance board, chaired by the Head of Service for Curriculum and Quality
- Various Head/Head Teacher representative groups engaging in the recovery planning process at a tactical level
- Operational workstreams delivering on the five domains of action (as per previous section)

Decisions at each level are recorded via meeting minutes and action trackers and held centrally by the PM team, and risk registers are maintained and managed according to the Council's wider COVID risk management strategy. Extensive consultation has taken place with parents / carers across Renfrewshire including:

- Online surveys
- Question and Answer
- Parent council chair meetings
- School engagement with parents / carers

Our response

In the context of the principles outlined above, the following section details our response in specific areas of work.

Supporting vulnerable families

A key priority throughout the period of lockdown has been to ensure we continue to support vulnerable children and families. Schools prioritised support to ensure ongoing and regular contact with all children. Where deemed appropriate this included weekly telephone calls and face to face interaction. Education and social work staff have continued to work closely together in order to ensure appropriate support for those most at risk.

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Over the period of school closures since March, we received approximately 100 vulnerable children applications from social work. In order to make an application, the social worker discussed support for the individual with their base head teacher to agree a placement in one of the hubs. The process was completed through a referral form, screened by the education ASN team with additional staffing deployed where this was deemed necessary. In addition to this, headteachers have continually liaised with 'hub heads' to find spaces for their own pupils who they feel would benefit from time in the hubs.

For the summer period, the survey is live on the council's website allowing social work professionals to apply for a space for a vulnerable child under a "referral" category.
The categories being used by social work are:

- child at risk of becoming accommodated
- mitigation of risk within home
- prevention of placement breakdown (e.g. foster, residential or kinship care)
- other (providing details)

For a number of children, attendance at one of the hubs may not be the most appropriate way of ensuring support and consideration by home link staff will be needed to ensure the most appropriate support is in place.

Provision will be delivered within Riverbrae School for children unable to access mainstream provision and for those most vulnerable. It is expected that the numbers will be relatively small. Furthermore, Brediland flexible learning unit will remain open over the summer holiday period to support a number of older children on a part time basis.

Digital learning

A Digital learning blog was launched prior to lockdown to house guidance and resources for staff. Digital champions, one representing every cluster, worked as a team to support staff in the delivery of on-line learning, providing bespoke training and advice as required.

A variety of digital platforms are used in schools across Renfrewshire, including:

- Microsoft Teams
- Google classroom
- Show my homework
- Seesaw

Staff have engaged positively with the support available, but most notably, they have been creative and collaborative, have experimented, shared practice and as a result confidence in the delivery of digital learning has grown.

Every school has closely monitored engagement and put in place appropriate support where required.

We distributed 650 chrome books and over 200 dongles with 4G connection to our most vulnerable families to enable them to access digital platforms and benefit from remote learning opportunities.

In addition, we have recently completed a parental survey which had 4000 responses. This feedback will help inform our approach to supporting in-home learning to ensure we are providing the best support for our children and young people.

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Childcare – March to June

In late March, based on emerging national guidance, we established 7 key worker and vulnerable childcare hubs in schools and early years centres across the area. A further 6 hubs then opened over the following weeks based on additional capacity and demand pressures.

We received over 3,300 applications for places and these were processed via a central team against a set of criteria established as a result of national guidance.

In total we accepted 718 applications and provided hub childcare until those children returned to their own schools from 9th June.

We continue to receive new childcare requests and these are centrally administered against the same criteria.

Planning for the reopening of schools in June

National guidance on the reopening of schools in June focussed on:

1. The return of teachers and other school staff to schools/centres at some point during June to plan and prepare for the blended model of learning to be implemented from August;
2. The return of some groups of children, as appropriate, who are at key points of transition, namely children going into P1 and S1; and
3. Increasing the number of vulnerable children and young people engaging with school

A briefing paper was provided to support head teachers and staff with this planning.

The childcare model was expanded to include those children of teaching and support staff coming into school in June and will be further expanded as required.

Summer holidays

As per government guidance, key worker and vulnerable children childcare will be provided in schools over the summer holiday period, with staffing provided by colleagues in Adult Learning and Literacy Services (ALLS) and our partners at Renfrewshire Leisure. This will continue to be supported by Children's Services.

This period will also be used to process further staff childcare requests ahead of teachers, ELC practitioners and support staff returning to school in August.

Blended learning delivery models

We have a range of agreed blended learning models which are set within a framework high-level of guiding principles. Our approach allows for overall consistency across Renfrewshire while allowing individual establishments the flexibility to, as far as is reasonably practical, meet the individual needs of their particular communities.

In developing these models, we considered:

- National guidance;
- an extensive capacity planning exercise that identified each school, with varying levels of adaptation, could accommodate the safe return of approximately 50% of pupils at any one time;
- an extensive staffing exercise to determine requirements and significant additional recruitment to ensure staff sufficiency;
- discussions with Head Teachers and Heads of ELC centres;

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- collaboration across the West Partnership;
- extensive engagement with key stakeholders including parents, professional organisations and transport providers, to understand restrictions around travel etc.

The model for each sector is summarised below and further detail is provided in the separate paper specifically on blended learning.

Early Learning and Childcare

ELC establishments have developed models considering the above principles as well as the nature of the service in terms of term time school day or 52 weeks per year extended. All settings are providing 30 hours of childcare over a 2-week period (with the exception of 52-week placements). Some settings are offering a mix of the models to maximise the number of children attending.

Full day: this model allows for alignment with the primary model and therefore enables siblings and family needs to be supported. The full day model is also in line with ELC placements allocated to families out with the COVID-19 situation, therefore brings a level of consistency for children and families.

Half day: this model was principally designed to reflect the placements offered in early years extended day /year settings.

Primary

A collective decision was made to move forward with one single consistent model that would maximise contact time with class teacher.

Half of children will attend school on a Monday and Tuesday and the other half will attend on a Thursday and Friday. Wednesday will allow for all teachers to plan for and support the delivery of home learning activities and take their contractual non-class contact time.

Secondary

Secondary schools developed a model which is most appropriate for their settings and consistent with the principles outlined in previous section. All models ensure 10 x 2.5-hour blocks of learning.

ASN schools and specialist provision

The primary model will be applied for ASN schools with specific engagement with individual families in order to plan appropriate transition back to school to meet the needs of individual children.

Further Planning for August

Current proposals for the blended learning model which will begin in August have been developed in line with the strategic framework for reopening schools and following all guidance to ensure the safety and wellbeing of children and staff.

This model has been developed through extensive collaboration of services across the council with school based staff. As schools will finish for the summer break in a few days, the timeframe to develop a completely new model which moves to a social distancing requirement of 1.5metres or 1m is not feasible within the current time constraints

Nevertheless, if the country continues to make positive progress with suppressing the virus and there is a strong scientific/medical evidence base to show that a change in social distancing guidance is possible, then we would want to follow new guidance and act upon as quickly as possible. This would continue to be with a focus on the safety and wellbeing of our children and staff.

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Physical Distancing of 1m

Preliminary work has taken place to determine approximate numbers of children that could be accommodated. However, this is very determinant on a range of factors such as the occupancy levels, size of classrooms, layout and sector. For example, primary aged children, if we move to 1m physical distancing, could be accommodated for almost all or all of the time. However, it needs to be understood that current class configurations would need to be redone and a further move to all children returning to school would require a second change. Furthermore, the complexities of a secondary school timetable would require extensive work if a change to 1m physical distancing was introduced. Initial analysis would suggest that most or all secondaries would still not be able to accommodate all children. This is before we look at access and circulation issues.

To develop detailed plans on moving to a new physical distancing guidance will again require collaboration across all services and in partnership with senior school staff. This will prove exceptionally challenging over the period of school holidays.

All Children Returning to School

If Scotland continues to make positive progress with suppressing the virus and there is a strong scientific/medical evidence base to show that children and young people are not high risk for transmission, then it is understood that the government may wish schools and nurseries to open full-time.

If this decision is made in an appropriate timeframe, we are confident that we can work towards a return to full time education in a short space of time after the start of the new session.

Cost Estimates

There are significant costs attributed to the work already taking place to support children and families and these costs will continue over a longer period of time. A full analysis of cost is being prepared separately and will be submitted to COSLA as part of the government request. This includes but is not restricted to transport, childcare, digital learning, supporting partner ELC providers still operating and staffing.

Significant numbers of staff have had to be recruited to support the blended learning model being implemented in Renfrewshire. Smaller class sizes, replacing shielded staff and supporting in-home learning has necessitated an additional 175 FTE across all sectors. Staff are being redeployed from attainment challenge and pupil equity fund roles to support the overall number but there has still been a requirement to fund a substantial number of additional staff.

Conclusion

Our approach in Renfrewshire to recovery planning is underpinned by a strong conceptual framework which provides a clear structure to guide the service and all establishments through this unprecedented situation. Our focus throughout this process has been to ensure that we can provide children and young people with the best possible educational experience in the context of the COVID restrictions.

The ultimate aim is to have all children back in school full-time, but only when it is safe to so. We have and will continue at each and every stage to put the safety of children first and to follow national guidance on the return to school.

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We have demonstrated an excellent track record in raising attainment for all children while closing the poverty related attainment gap in Renfrewshire. The current remote arrangements and the new blended learning model pose significant challenges to narrowing the gap; however, we believe that the blended learning models we have in place provide the necessary flexibility to prioritise the individual needs of learners. As a result of our careful and considered planning, which has been informed by feedback from staff, pupils and parents/carers we will continue to get it right for children, families and communities across Renfrewshire.

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Introduction

The council moved to shut down almost all its buildings, schools and early years centres on 20th March 2020, resulting in most staff and children working and learning from home. As a service, we immediately responded to protect the safety, health and wellbeing of our children and young people and to ensure that teaching, learning and support would continue in a range of ways for different groups of children and young people.

We do not know how long the current situation we find ourselves in will last; however, recovery planning will be our priority. This is and will continue to be informed by national guidance, evidence and learning from other countries, and shaped through consultation with colleagues across the country, including the Regional Improvement Collaborative.

The Scottish Government published *A Framework for Decision Making* related to COVID-19 on 23 April 2020, outlining its approach and considerations as we plan as a country to come out of lock down. The process will be gradual, phased and evidence based. This was updated on 5 May 2020, providing further detail on options for allowing children and young people to return to school[1]. On 21 May 2020, the First Minister published Excellence and Equity During the COVID-19 Pandemic – A strategic framework for reopening schools, early learning and childcare provision in Scotland.

Recovery planning is a documented, structured approach that describes how sectors, organisations and services can resume business and core functions after an unplanned incident like COVID-19. It is important to have a recovery plan so our efforts are coordinated, we achieve maximum impact and that we build resilience to ensure we are able to respond effectively to similar situations.

As we plan, we will consider the Council's values; **Fair, Helpful, Collaborative, Learning**. Our plan will be reflective of our own vision statement within Children's Services; **Working together to get it right for children, families and communities - protecting, learning, achieving, nurturing**. The success of the plan will be dependent on collaborative working within and across services to ensure our children and young people in Renfrewshire have the best chance to succeed.

Key Messages from the National Framework

The national framework sets out how there will be transition back to a greater level of face-to-face education in schools and early learning and childcare (ELC) settings as soon as this is able to happen safely.

The implementation of the approach is conditional on two factors: i) scientific and medical advice that it is safe to proceed, ii) implementation of complementary public health measures, (including but not limited to test, trace, isolate and support practices as well as guidance on, and supply of, any appropriate personal protective equipment (PPE) for all staff).

The key messages from the framework are listed below:

- If safe to do so, schools will return on 11 August, one week earlier than planned for most children and young people, while Early Learning and Childcare (ELC) settings will open over the summer.

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[1] https://www.gov.scot/publications/coronavirus-covid-19-framework-decision-making-further-information/pages/0/

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- Schools will implement physical distancing measures, such as providing seating that is two metres apart and staggering arrival, departure and break times.

- Increased hand-washing facilities and use of hand sanitisers, regular enhanced cleaning of surfaces (e.g. sinks, toilet seats and door handles), robust protocols for suspected or confirmed COVID-19 cases and ongoing risk assessments will be implemented.

- Class sizes will be significantly reduced as a result of the new way of working, with most children and young people spending around half their time in class and half learning at home. Time in school will increase further as soon as it is safe to do so.

- Teachers and other education staff will return in June - subject to appropriate safety assessments being completed - to prepare and plan for the new way of working and welcoming children and young people back.

- Existing 'hubs' will continue to run to provide vulnerable children and those of key workers with childcare over the summer.

- The school estate will be expanded where necessary and possible by using libraries, community halls, leisure centres, conference venues or taking short-term leases of vacant business accommodation to increase the time children can spend with their teachers.

- A blended model of in-school and in-home learning will be reliant on consistent, easy to use in-home learning materials which are intended to support and complement, but not replicate, in-school learning. This includes consideration of the specific needs of children and young people with additional support needs and other families most in need of support.

Key Principles

In line with the Scottish Government, we have adapted a set of guiding principles for our recovery plan that are values-led and place the child at the centre of considerations:

Safe

Protects the physical, emotional and mental health and wellbeing of children and young people (this includes indirect harms through societal and economic effects) as well as all staff.

Fair and Ethical

Ensuring every child has the same opportunity to succeed through their blend of in-school and in-home learning, with a particular focus on closing the poverty related attainment gap.

Ability to prioritise learners at key points and/or with specific needs.

Clear

Is easy to interpret and understand, and has the confidence of parents, staff and young people so that they can plan ahead.

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Collegiate

We will work with our Trade Union partners, our stakeholders and those who support the delivery of education in Renfrewshire, including those in the HSCP and Partner Providers in ELC.

Realistic

The options are both viable, effective and flexible at the level they're applied.

Build Back Better

Objectives and aims of our local recovery plan

The main objective of the recovery plan is to **support the safety, wellbeing, resilience and successful transition back into establishments for all children and young people with particular emphasis on our most vulnerable children in the first instance.**

The plan is underpinned by an evidence based conceptual framework taking cognisance of national guidance as well as enabling establishments and services to devise their own individual recovery plans, based on the specific circumstances they operate within.

Success will be measured through the achievement of the three main strategic outcomes outlined within the Build Back Better plan.

As part of the recovery process and continuous improvement, we will also evaluate our response to the situation capturing lessons learned which will position us well for the future.

Conceptual framework

Our recovery plan is underpinned by the Build Back Better conceptual framework (GFDRR 2019) which is visualised in Diagram 1. This framework is driven by the guiding principle of improved rebuilding ("build back better") after an unplanned crisis or event such as COVID-19. It is also grounded in the crosscutting priorities of safety and protection, and inclusion, which need to be considered and integrated throughout each phase of a recovery cycle and within each domain. The framework has been adapted to suit the needs of our recovery plan.

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Diagram 1: Build Back Better framework
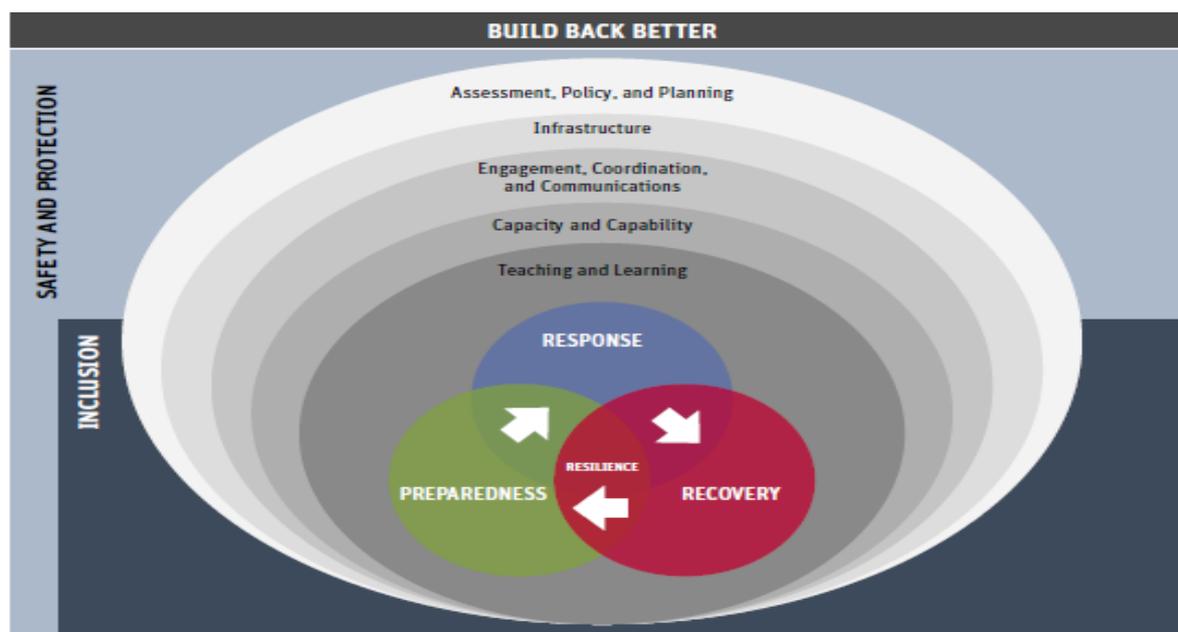
Domains of action

There are five key domains of actions which provide a focus for planning. Although the domains are presented as distinct, they operate in tandem and coordinate with other relevant domains. The domains of action are presented in Table.1 and the focus of each domain is described.
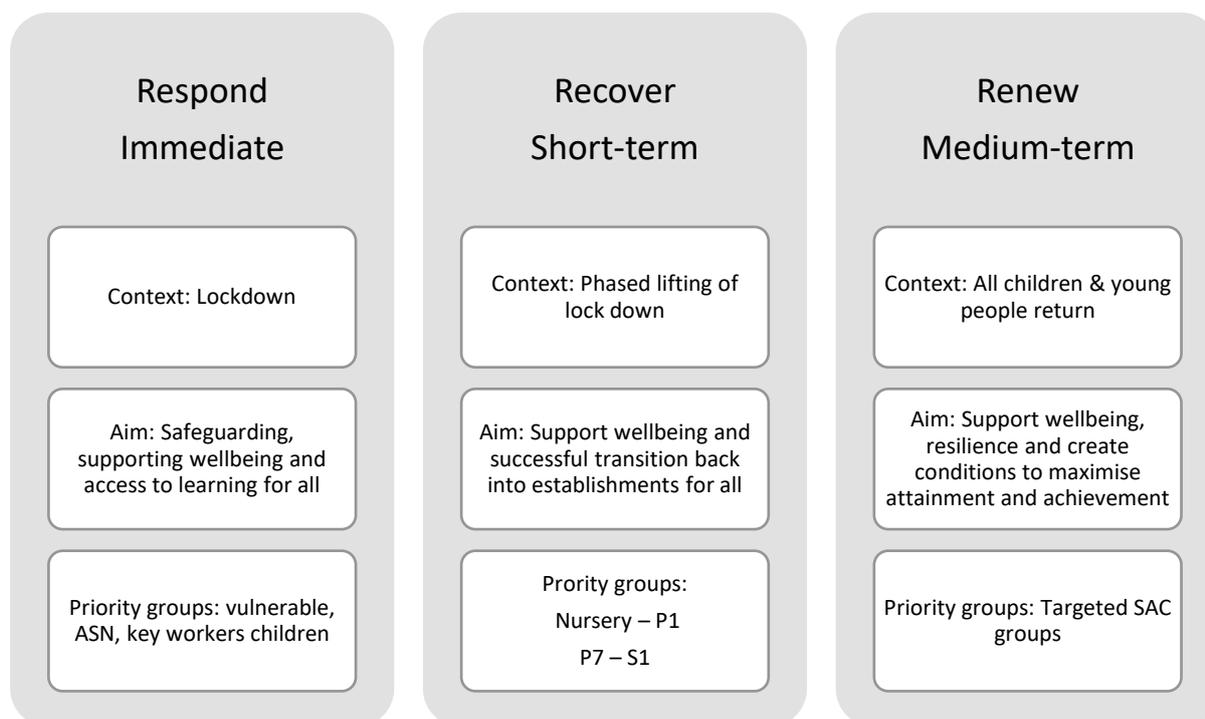
Table 1. Domains of action, focus and key considerations

Domain of Action	Focus
Assessment of need	Assessment of need and subsequent planning drawing upon evidence and data to support key priority groups of children and young people
Infrastructure	Ensuring that all education establishments and facilities are accessible and safe
Engagement, Coordination and Communications	Ensuring communication is consistent and ongoing, roles and responsibilities are understood, and stakeholders are positioned to deliver on agreed actions
Capacity and Capability	Ensuring sufficient resources are allocated to need, and that stakeholders have the skills to deliver them
Teaching, Learning and Assessment	Ensuring all children can transition back to education sector. Leaders, teachers and support staff continue to deliver high quality learning and teaching

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Phases of action

It has been outlined nationally that recovery will be implemented in a phased manner. Therefore, our plan is reflective of this and consists of three phases: respond, recover and renew. Each phase relates to a context and has an overall aim detailed in Diagram 2. The underlying assumption is that this recovery plan is for all children and young people. However, key priority groups have been identified to help focus planning.   These groups have also been identified nationally by Scottish Government.

Diagram 2. Phases of action, context, aim and priority groups

| Respond Immediate	Recover Short-term	Renew Medium-term
Context: Lockdown	Context: Phased lifting of lock down	Context: All children & young people return
Aim: Safeguarding, supporting wellbeing and access to learning for all	Aim: Support wellbeing and successful transition back into establishments for all	Aim: Support wellbeing, resilience and create conditions to maximise attainment and achievement
Priority groups: vulnerable, ASN, key workers children	Prority groups: Nursery – P1 P7 – S1	Priority groups: Targeted SAC groups

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Strategic plan

The framework outlined above has been applied to support the creation of a high-level strategic plan (Appendix 1). Supporting this document, are a series of operational plans which provide detailed actions and timescales to help us realise the plan.

Governance

A governance structure has been established to support the recovery plan (Diagram 3) consisting of a governance board, strategic planning group, sector Head/Headteacher representative groups and domain of action workstreams. The structure is supported by a programme management team.

Diagram 3. Build Back Better governance structure

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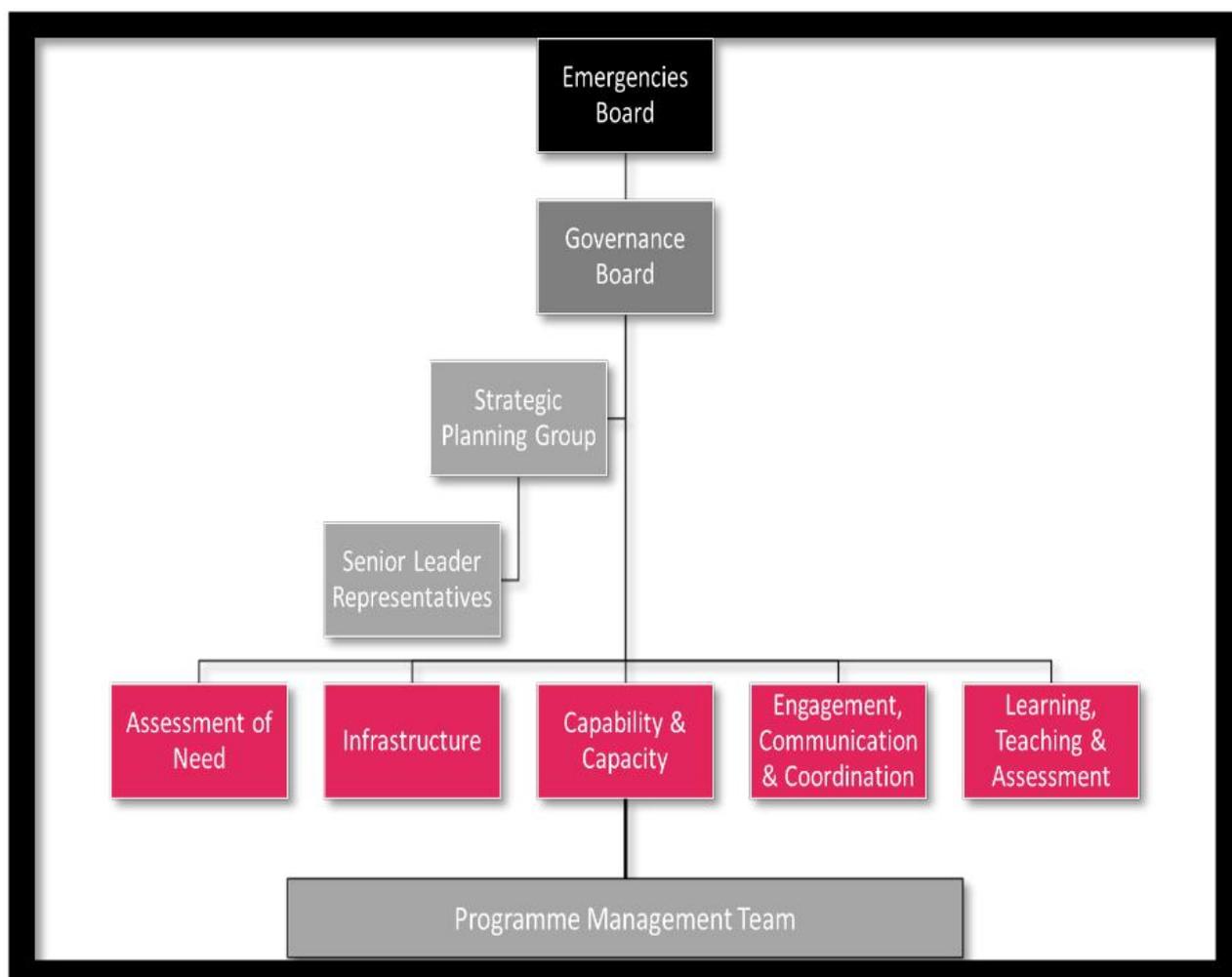
The membership of each group, purpose and frequency of meetings is outlined in Table 2.

Table 2. Membership, purpose and frequency of governance structure

Group	Membership	Purpose	Frequency
BBB Governance Board	Steven Quinn – Chair Gordon McKinlay Julie Calder John Trainer George McLaughlin Diane Gilles Rhona McGrath Lucy Adamson Angela Conboy Lauren Johnston Colin Johnson Jacqueline McBurnie Jillian McGown Pauline Thompson Alison Gallagher Ian Thomson	To develop the strategic vision for recovery planning including scenario planning. Provide strategic leadership, expertise and direction ensuring the strategic outcomes are achieved	Weekly
Strategic Planning Group	Julie Calder – Chair Susan Bell Laura McAllister Ian Thomson Julie Colquhoun Maureen Sneddon Lauren Johnston Janie Fraser Sector Committee Reps (when required) Gary Innes	To lead on the operational delivery plan ensuring plans are implemented and realised	Weekly
Senior Leader Representatives	Primary Sector Cluster Committee Meetings Secondary Head Teacher Meetings Early Learning Centre Head Meeting	To provide advice and support to the strategic planning group	Weekly
Workstreams / Domains	Assessment, Policy & Planning Infrastructure Capacity & Capability Engagement, Coordination & Communication Learning, Teaching & Assessment	To support strategic leads with developing and implementing operational plans providing advice and support throughout	On-going with teams
Programme Management	Lauren Johnston Fiona Wright Rachael Boyle Laurie-Ann Campbell Rachel Woods	Provide central support to enable the service to successfully achieve objectives and execute the recovery strategy	When required

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Milestones

Our milestones have been guided by national guidance. Table 3 details our local key milestones that are critical to recovery. These will develop over time in line with national updates.

Table 3. Milestones and dates

Milestone	Indicative Date (w/c)
Buildings ready for opening	1st June
Senior leaders begin to return	1st June
'New' Hub provision open	9th June
Staff teams begin to return	8th June
Small cohorts of children return	15th June
Schools close	26th June
Childcare hubs open	29th June
School open- blended model	11th August
Childcare hums remain open	Until government guidance changes

Support requirements

Collaborative working and joint planning will be a critical factor in helping us to achieve our aims and objectives. Support will be required through all phases of our recovery plan and our requirements and key partnerships are detailed in diagram 4.

Diagram 4. Support requirements

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Scenario Planning

Scenario planning will be a critical element of our recovery. It is essential that we understand how many children and young people we can safely return to establishments at any one time and what if any additional staffing, space, infrastructure requirements may be needed to support learning and teaching in the context of physical distancing.

This will require an extensive capacity and workforce planning exercise.

Scenarios will be developed for different sectors (e.g. special schools and bases, early years, mainstream), to address and plan for sector specific issues.

Establishments and services will be guided by the Build Back Better governance board to ensure a strategic and consistent approach to planning.

Leaders will plan within a framework that will be informed by:

- national guidance
- an extensive building capacity exercise
- a workforce planning exercise
- discussions with Head Teachers and Heads of ELC centres
- collaboration across the West Partnership
- extensive engagement with key stakeholders including parents, professional organisations and transport providers, to understand restrictions around travel etc.

Leaders are asked to consider planning for a number of scenarios:

- return of staff in June to prepare for the new school session in August 2020
- return of small cohorts of children and young people
- re-opening of ELCs over the summer
- continued summer provision for key workers and vulnerable children
- phased return of school beginning August 2020
- full return to school

Consideration should be given to the key aspects outlined in the planning template in Appendix 2 when devising plans ensuring these reflect the timing of national decisions about the relaxation of lock down procedures.

Other areas of consideration

Whilst the above considerations will be dependent on the national guided approach to reopening, we will need to consider other events and timescales around particular areas of work which will be required for example;

- Recruitment
- Admissions
- Placing requests
- Consultations
- Work with partner providers
- Implementation of 1140
- SAC / PEF planning

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Clarity, Transparency and Communication

It is important that establishments and services can share their plans with stakeholders to ensure meaningful engagement and buy-in. Communication will be key during the recovery phase and it will be important that our school communities know what is planned, how they have influenced our strategic planning and why decisions have been made. As a service, we will work closely with the Council's Communications team, LNCT, Care Inspectorate, Parent Council Chairs and elected members to ensure key messages are shared in a timely manner.

Next Steps

- Governance board consider and discuss the paper
- Once agreed, share with communications team to devise communications plan for sharing the paper with key groups
- Governance board provide direction through a series of scenarios to help with planning
- Establishments continue to devise their own contextualised plans

Conclusion

Building on excellent practice, our approach in Renfrewshire to recovery planning is underpinned by a strong conceptual framework which provides a clear structure to guide the service and all establishments through this unprecedented situation. Our focus will be to ensure the safe return of all children and young people to establishments and to provide them with the best possible educational experience in the context of the COVID restrictions.

The ultimate aim is to have all children back in school full-time, but only when it is safe to so. We have and will continue at each and every stage to put the safety of children first and to follow national guidance on the return to school.

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	Vision: Working together to get it right for children, families and communities -**protecting, learning, achieving, nurturing**		
	Purpose: To support the safety, wellbeing, resilience and successful transition back into establishments for all children and young people.		
Domain	**Respond** Immediate *Safeguarding, supporting wellbeing and* *access to learning for all*	**Recover** Short term *Support wellbeing and successful transition back into establishments for all*	**Renew** Medium term *Support wellbeing, resilience and create conditions to maximise attainment and achievement*
	Lockdown	**Phased lifting of lockdown**	**All children and young people return**
Priority Groups	Identified vulnerable children (SW / Ed) ASN Key workers	Nursery – P1 P7 – S1 Senior Phase Children and young people in lockdown	Targeted SAC groups
Assessment of need **Lead: Susan Bell** **Janie Fraser**	Leaders are equipped to be flexible and responsive to emerging needs. Most vulnerable are prioritised and appropriately supported through the hub model. Coordinated response for key target groups is informed by initial needs assessment which includes consultation with key stakeholders. Joint teams across children's services and beyond are created to support the escalating needs of the most vulnerable. Strengths, Weaknesses, Opportunities and Threats are identified and understood. Scenario plans are developed and agreed. QIF is amended to support and challenge establishments through the short and medium-term recovery phase. Establishment Improvement Plans contain a number of key	Leaders are equipped to be flexible and responsive to identified needs, putting robust, support plans in place as required Based on national government advice, the return of children and young people will be prioritised and will take into account our identified priority groups. Refined plan in place that is based on a comprehensive needs assessment. Coordinated transition arrangements ensure the successful return of all children and young people to establishments, particularly those identified as key target groups. Establishments are provided with on-going support to complete Improvement Plans. Education Plan contains key priorities to support the short and medium term of the recovery phase.	Leaders are proactively monitoring progress against agreed plans, with those plans evolving to suit the needs of individual learners. Needs assessment carried out to shape appropriate programme of support. Existing respond processes are shared and in place to provide support. Renewed planning documentation is in place. All establishments have comprehensive contingency plan in place should further restrictions be imposed. Continue to ensure we are working within changes to guidance and policy.

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		Service-wide programmes are reviewed to take account of emerging needs. Continue to ensure we are working within changes to guidance and policy	
	priorities to support the short and medium term priorities of the recovery phase Continue to ensure we are working within changes to guidance and policy A range of processes are developed to share information on our most vulnerable children and young people. The outreach team is mobilised and providing appropriate support to the most vulnerable		
Infrastructure **Lead: Ian Thomson**	Appropriate risk management arrangements are in place for all hubs All establishments are assessed for return of staff, children and young people including summer hubs Guidance on health and safety is continually reviewed, shared and implemented Cleaning regimes are discussed and agreed for the next phase of the recovery plan	Appropriate risk management arrangements are in place for all schools including cleaning regimes. All establishments are ready for return of staff, children and young people. Guidance on health and safety is continually reviewed, shared and implemented.	Appropriate risk management arrangements are in place for all schools including cleaning regimes. All establishments are ready for return of staff, children and young people.
Resources – capacity and capability **Lead: Laura McAlister**	All stakeholders are equipped to deliver priority actions. The professional development gaps and needs of staff are identified via a rapid training needs assessment (TNA) so staff can deliver to agreed priorities. Build different CS teams to support recovery plan. Funding streams are identified. Appropriate staffing is identified to support summer provision.	Processes to share information are established. Establishments are adequately staffed for the 20/21 session. CLPL opportunities provided in response to emerging needs. Staff teams are supported to cope with the impact of the pandemic e.g. loss/grief etc. WTA will reflect revised priorities and the particular needs of children and young people. Different educational funding streams are identified and utilised to support recovery both at establishment and central level	Established CS teams are equipped to support the delivery of universal and targeted support at all stages.

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Engagement, coordination and communication **Lead: Julie Colquhoun**	A comprehensive communication plan is developed to ensure that staff, children, parents/carers and other council services understand and are aware of the recovery plan. Colleagues across CS are equipped with the skills to engage stakeholders remotely utilising a range of outlets to understand requirements and needs. Stakeholder engagement is central to decision making and includes staff, children and parents/carers. There is a clear data driven understanding of level of children/parental engagement throughout lockdown period to inform next steps. Creative use of various digital platforms strengthens parental engagement.	Communication is on-going and consistent with the communication plan set out in response phase, creating understanding around the need for and purpose of the recovery plan. All staff, children, parents/carers understand the key priorities of this phase, the rationale and the outcome. Parental engagement and involvement is central to supporting the transition back into establishments. Key partners are engaged to support the plan, particularly in the next phase, i.e. SAC academic partners, third sector.	Continue to deliver against agreed plan. Parental engagement and involvement is strengthened by the use of digital technologies.
Learning, teaching and assessment **Lead: Maureen Sneddon**	Individual settings and practitioners are empowered to make the decisions needed to provide a flexible, enriched and coherent curriculum that is adaptable and responsive to the diverse needs of individual learners and which reflects the uniqueness of their context. Education delivered is responsive to changing needs. There is a clear understanding of minimum expectations of learning based on national and local advice. All children and young people have the opportunity to access appropriate support, in particular those identified as key priority groups. All children and young people have the opportunity to access appropriate learning, in	Individual settings and practitioners are empowered to make the decisions needed to provide a flexible, enriched and coherent curriculum that is adaptable and responsive to the diverse needs of individual learners and which reflects the uniqueness of their context. Children and young people return to base establishments as per national government decision making. Establishments are safe and nurturing environments for children, staff and families. Information sharing between practitioners within and across establishment supports transition. Children and young people are supported appropriately in their learning journeys, which are	Individual settings and practitioners are empowered to make the decisions needed to provide a flexible, enriched and coherent curriculum that is adaptable and responsive to the diverse needs of individual learners and which reflects the uniqueness of their context. Ongoing support and challenge is provided to establishments through the QIF. Children and young people are supported to maximise their potential. Learning and teaching is strengthened by the use of digital technologies.

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	particular those identified as key priority groups. Estimated grades in the Senior Phase are accurate which will ensure that learners are awarded the accreditation they deserve. Effective processes and partnerships are in place to allow all young people to access their chosen pathways including the world of work post school. Plans for universal and targeted transition are agreed and understood. Planning for assessment, moderation and verification processes is considered – SNSA/ACEL data and SQA systems and processes including appeals in light of exam diet decision making 2019-2020.	informed by a range of assessment information. The curriculum is adapted to ensure a balanced and proportionate approach to learning. The curriculum is responsive to the social and emotional wellbeing of all children and young people. Play pedagogy is a consideration of Primary establishments to support transition at early level. Timetabling supports transition at each stage.	

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Appendix 2: Planning tool

Establishment name: _____

Areas for consideration	Protocols	Action taken	Date complete
Business continuity in the event of further lockdown	• Adapt business continuity plan to local context with consideration of: • Arrangements prior to a lockdown; • Arrangements during a lockdown; and • Arrangements for recovery.	•	
Health and safety risk assessment	• Adapt health and safety risk assessment to local context.	•	
Health and safety workplace assessment	• With SDO and union representative, undertake the normal H&S workplace assessment using "COVID workplace checklist".	•	
Arrival and departures	• Staggered arrangement based on local circumstances. • No social gathering in playgrounds etc. • develop guidance for parents	•	
Cleaning regimes	• Utilising cleaners and janitors • The role of children as responsible citizens	•	

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	• Building hygiene into daily health and wellbeing activities		
Minimise sharing of resources and materials	• Consider concept of "self-sufficient children" (minimising sharing of equipment and materials)	•	
Use of shared spaces	• Timetabled arrangements for Dining / PE / Libraries / IT suites etc	•	
Use of the outdoors	• Maximise opportunities • timetabling for social distancing • develop guidance for parents (clothing etc)	•	
Internal flow	• Minimise contact • one-way systems • signposting (arrows etc)	•	
Staggered breaks	• Timetabling for social distancing (staff and pupils)	•	
Fire evacuation plans	• Minimise contact • Consider reducing numbers moving in the same direction • review mustering points	•	
Toilet provisions	• Minimise numbers using the same facilities	•	
Accommodation arrangements for visitors and specialist services	• Consider appropriate locations (near point of entry)	•	

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Hygiene stations	• Central delivery of appropriate materials • Consider locations	•	
First aid / risk assessment	• Refer to generic risk assessment developed for hubs	•	

Renfrewshire
Council

Blended learning delivery model

Build Back Better

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Respond

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Renew

Contents

Introduction

This briefing paper sets out the framework used to design our approach to blended learning across all sectors.

The framework was informed by:

- national guidance
- an extensive capacity planning exercise that identified that each school, with varying levels of adaptation, could accommodate the safe return of approximately 50% of children and young people at any one time;
- an extensive staffing exercise to determine requirements and significant additional recruitment to ensure staff sufficiency;
- a focus on ensuring a quality learning experience for all children and young people including continued support for home learning;
- discussions with Head Teachers and Heads of ELC centres;
- collaboration across the West Partnership; and
- extensive engagement with key stakeholders including parents, professional organisations and transport providers, to understand restrictions around travel etc.

Primary Schools, ASN and Specialist Provision

A collective decision was made to move forward with one single consistent model, based on the guiding principles outlined below, across all primary schools.

ELC centres and secondary schools

ELC centres and secondary schools developed a model which is most appropriate for their settings and consistent with the principles outlined below:

Principles

1. Each school/centre community should be divided in to two cohorts, spread across all stages, each representing as close to 50% of the total population as possible. These cohorts, either in whole or in part, should not be in the school building at the same time.
2. Where 50% was not achievable, the barriers to this should be clearly identified in order that solutions can be found.
3. Every establishment should maximise teacher/learner contact and plan their curriculum to minimise movement around the school/centre building.
4. Each establishment should plan for equal time per year stage and every effort should be made to ensure siblings attend on the same days.
5. targeted support for particular groups of learners should be considered i.e. vulnerable learners.
6. Arrangements must be built into the day to allow lunch to be provided for children and young people entitled to free school meals.
7. Children and young people who are entitled to transport to come to school must attend all day to allow for drop off and pick up at the beginning and end of day.

Number of hours in school/centre

Each establishment designed their model to maximise the possible number of learning hours for each stage as well as time in or after the school day for lunch as appropriate/required.

Additional time will be built in for children with specific needs as identified by each school as appropriate.

Agreed minimum hours for learning are outlined below:

ELC Classes and Centres*: No fewer than 15 hours per week or 30 hours over a fortnight depending on the chosen model with additional time allowed for staggered starts/finishing times.

Primary: No fewer than 2 full days with time allowed for staggered starts/finishing times and shorter lunch.

Secondary: No fewer than 12.5 hours of teaching/contact time per week or 25 hours over a fortnight depending on the chosen model with additional time allowed for staggered starts/finishing times.

Delivery models

Early Learning and Childcare

ELC establishments have developed models considering the above principles as well as the nature of the service in terms of term time school day or 52 weeks per year extended. All settings are providing 30 hours of childcare over a 2-week period (with the exception of 52 week placements. The blended learning model for ELCs provides children in Renfrewshire with their entitlement of 600 hours.

Model 1 Half days for all children	The half day model reflects the placements offered in early years extended day/ year settings.
Attendance pattern	Half day every day for all learners No fewer than 30 hours over a 2-week period with additional time allowed for staggered starts/finishing times.

Model 2 30 hours over 2 weeks: 5 days or extended day equivalent	• Aligned to primary model, therefore enabling sibling and family needs to be supported. • In-line with ELC placements allocated to families out with the COVID-19 situation, therefore brings a level of consistency for children and families.
Possible attendance pattern	**Group A:** Week 1: Monday Tuesday and Wednesday Week 2: Monday and Tuesday **Group B:** Week 1: Thursday Friday Week 2: Wednesday Thursday Friday No fewer than 30 hours over the fortnight with additional time allowed for staggered starts/finishing times.

Primary Schools, ASN and Specialist Provision

A collective decision was made to move forward with one single consistent model that would utilise all space and staff. Significant additional staffing is in place to support this.

Model 2 full days	• Maximise contact time with class teacher • Ensure a concentrated high-quality learning experience. • Wednesday to provide time for teachers to plan for, and support the delivery, of in-home learning activities. • Teachers take their contractual non- class contact time Wednesday am, therefore maximising time spent with children in each group.
Attendance pattern	2 full days with time allowed for staggered starts/finishing times and shorter lunch. **Group A: Monday and Tuesday** **Group B: Thursday and Friday**

Secondary

Secondary schools developed a model which is most appropriate for their settings and consistent with the principles outlined in previous section.

Model 1 Half day every day for all learners	• Young people in S5/6 will experience 2.5 hours for each certificated subject each week • Young people in S4 will experience 2.5 hours for each certificated class over a 2 week period • The Senior Phase consortium suite of courses will be delivered virtually • Young people in the BGE will experience learning across all curriculum areas with a focus on literacy, numeracy and health and wellbeing. **Note –** this will only be used in schools where no children require school transport.
Attendance pattern	Half day every day for all learners 5 x 2.5 hour learning blocks each week Additional time allowed for staggered starts/finishing times

Model 2: 5 full days over 2 weeks	• Young people in S5/6 will experience 2.5 hours for each certificated subject each week • Young people in S4 will experience 2.5 hours for each certificated class over a 2 week period • The Senior Phase consortium suite of courses will be delivered virtually • Young people in the BGE will experience learning across all curriculum areas with a focus on literacy, numeracy and health and wellbeing.
Attendance pattern	5 full days over 2 weeks 10 x 2.5 hr learning block over 2 weeks Additional time allowed for staggered starts/finishing times **Group A:** Week 1: Monday Tuesday and Wednesday Week 2: Monday and Tuesday **Group B:** Week 1: Thursday Friday Week 2: Wednesday Thursday Friday

Model 3 5 full days over 2 weeks - Alternate days	• Young people in S5/6 will experience 2.5 hours for each certificated subject each week • Young people in S4 will experience 2.5 hours for each certificated class over a 2 week period • The Senior Phase consortium suite of courses will be delivered virtually • Young people in the BGE will experience learning across all curriculum areas with a focus on literacy, numeracy and health and wellbeing.
Attendance Pattern	5 full days over 2 weeks 10 x 2.5 hr learning block over 2 weeks Additional time allowed for staggered starts/finishing times

To: **Emergencies Board**

On: **3 July 2020**

Report by: **Director of Finance and Resources**

Heading: **Arrangements for Meetings of the Emergencies Board**

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1.   **Summary**

1.1   A report to the Council meeting on 25 June 2020 approved governance arrangements for Board meetings until September 2020. The report included arrangements for future meetings of the Emergencies Board. Although the report to Council was agreed, it was also agreed that arrangements should be finalised by agreement with members of the Board on two issues. These were whether the time for the start of the board meetings should be 2PM rather than 3PM and whether the dates of the meetings could be planned in such a way as to avoid clashing with the dates of COSLA Leaders meetings.

1.2   The report seeks the Board's approval to a proposal which addresses both these issues.

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2.   **Recommendations**

2.1   The Board is asked to approve the arrangements for dates of future meetings of the Board set out in paragraph 3.6 of the report with all meetings of the Board starting at 2PM.

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3.   Background

3.1   At its meeting on 25 June 2020, the Council approved a report on future governance arrangements which included a proposal that the Emergencies Board meetings would be held fortnightly with the next meeting on Friday, 3 July 2020 at 3PM.

3.2   However, at the meeting it was suggested that the Board meetings should start at 2PM and it was agreed that the start time for the meetings would be subject to agreement between the members of the Board.

3.3   It was also suggested that the Board should not meet on the same day as the COSLA Leaders meetings and it was agreed that officers would look into whether that would be possible to arrange.

3.4   It has been established that COSLA Leaders meetings are reverting to their normal schedule of taking place on the last Friday of each month. This means that there will be two meetings over the summer; on 31 July 2020 and 28 August 2020.

3.5   Both of these dates would clash with meetings of the Emergencies Board should the Board's meeting schedule follow the proposal in the Council report of meeting every two weeks after the first meeting on 3 July 2020. It is also the case that 31 July 2020 is the start of the Paisley Fair Holiday weekend when Council, offices would close at 2:30 PM.

3.6   To address these issues, it is proposed that after the planned meetings on 3 and 17 July, the Emergencies Board meeting on 31 July is postponed until the following Friday, 7 August 2020.Subsequent meetings of the Board will take place every two weeks following that date up until the Council meeting on 24 September 2020. This means that there will no meetings of the Emergencies Board on the dates of the COSLA Leaders meetings. All of the meetings will take place at 2PM.

Implications of the Report

1.   **Financial** – N/A

2.   **HR & Organisational Development** – N/A

3.   **Community/Council Planning –** it is unlikely that the recommendations will affect this directly,

4.   **Legal –** as detailed in the report.

5.   **Property/Assets-** N/A

6.   **Information Technology-** N/A

7.   **Equality & Human Rights** -

(a)   The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report; only positive benefits are likely to result from the extension of duration of existing licences due to the ongoing medical emergency. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8.   **Health & Safety –** nil.

9.   **Procurement –** nil.

10.   **Risk-** nil.

11.   **Privacy Impact –** n/a

12.   **Cosla Policy Position –** n/a

13   **Climate Change –** neutral. The report concerns arrangements for the operation of the Council's Emergencies Board.

14   **Fairer Scotland Duty (Strategic Decisions Only) –** n/a

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List of Background Papers

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