

## **NORTH LINCOLNSHIRE COUNCIL**

### **CABINET**

## **COVID-19 REOPEN RECOVER AND RENEW**

### **1. OBJECT AND KEY POINTS IN THIS REPORT**

- 1.1 To approve the North Lincolnshire Council Reopen Plan.
- 1.2 The plan has been produced as part of the Council's recovery and renewal framework. In the context of COVID-19 'recovery' is an umbrella term used to describe the process of moving through a series of transitions and phases.
- 1.3 The Council's approach to recovery and renewal is set in the context of the government's recovery strategy.

### **2. BACKGROUND INFORMATION**

- 2.1 Cabinet received a COVID-19 Update report at its meeting of 15 June 2020, setting out the Council's response to COVID-19 and its approach to recovery planning. The report outlined that the Council continues to operate business continuity arrangements as part of its COVID-19 crisis response whilst concurrently planning for the gradual return to a new normality – this remains the position.
- 2.2 The Council's response to the COVID-19 outbreak has been managed in accordance with Civil Contingencies Act and Humber Local Resilience Forum (LRF) governance arrangements and local business continuity planning frameworks, which includes recovering from emergencies. As the response moves to recovery phase we continue to work as part of the Humber LRF through the Humber Recovery Co-ordinating Group (RCG) which is led by the four Humber Chief Executives. To ensure multi-agency planning, co-ordination and implementation the RCG also includes Humberside Fire and Rescue, Humberside Police, NHS and representation from the LEP.
- 2.3 The Council's approach is rooted in the values, principles and ambitions of the council plan and focuses three key priorities to ensure the Council remains resilient throughout the crisis and sustained through the recovery and renewal:
  - Keeping staff and the public safe and well

- Protecting vulnerable people
  - Keeping our communities resilient and local economy protected
- 2.6 We continue to balance business continuity and crisis response with safe reopening, preparing for recovery and renewal at a local, regional and national level and at the same time leading the prevention and management of potential local outbreaks
- 2.7 Working to the national guidance and the government's 'steps to recovery', a North Lincolnshire Council plan has been prepared (appendix A) and includes the following:
- Ongoing wellbeing checks with all staff working from home.
  - Implementing the required COVID-19 Secure arrangements for council buildings aligned to reflect the national timescales on phased opening of specific services.
  - Embedding a sustainable system for supply of PPE – flexible procurement options and central store for managing supply and demand
  - Where required preparing places and open spaces to be COVID-19 secure.
  - Preparing a local outbreak plan for the prevention, control and management of potential local outbreak.
  - Opening of facilities and functions identified in the national recovery strategy 'our plan to rebuild' – steps 1, 2 and 3
  - Opening of facilities in 'step 3+' – those areas that guidance still being published, such as swimming pools.
  - Set in the context of place recovery and renewal
- 2.8 Plans for restoring those functions that had been suspended or operated differently such as registrar and land searches, have been implemented with consideration of new and innovative ways of doing this. The reopening of libraries, hubs and leisure centres are being implemented in the context of a renewal plan for hub development, building upon the community enablement that was a key attribute during the crisis response.
- 2.9 The recovery period has been used to assess the challenges and opportunities of a post-covid environment both nationally and locally to inform our long-term strategic plans for renewal in North Lincolnshire.
- 2.10 The Council, as an organisation needs to remain resilient and sustainable as it recovers from the impact of the Covid-19 pandemic in order to continue to meet the needs of residents and strategic ambitions. In this context we are:
- Continuing the development and transformation of how the council operates as an agile organisation
  - In consultation, developing the right blend of home and office working, virtual governance and democratic decision making

- Enhancing digital responses for the public and improving public engagement
- Assessing the impact of Covid-19 on demand services and future service delivery models.
- Maintaining excellent working relationships with partners
- Accelerating our ambitions for a greener more sustainable environment
- Working with our regional partners to assess the economic impact of Covid-19
- Enhancing data, intelligence and needs assessment to better understand impact in to the future for our residents.

2.12 There are opportunities that support renewal through national schemes for re-build and economic bounce back where capital investment could stimulate growth and local prosperity, however the local capacity to delivery will need to be re-assessed against the priorities of the council and ensuring critical services continue to protect the most vulnerable, who are more likely to be impacted on from the effects of the pandemic.

### 3. **OPTIONS FOR CONSIDERATION**

3.1 Cabinet are asked to approve the plan for reopening as part of the Covid-19 recovery and renewal phase.

### 4. **ANALYSIS OF OPTIONS**

4.1 The response and actions taken have been in accordance with legislation and government guidance and emergency arrangements governance structures.

4.2 The emergency responses and business continuity arrangements continue to operate in parallel to the recovery and renewal. Whilst services manage operational recovery and reopening, resources will be deployed and prioritised according to capacity. This means that they may be disruption to some services until the COVID-19 pandemic no longer poses a threat.

4.3 The reopen and recovery is set in the context of the prevention of local outbreaks and the relevant government guidance being implemented.

### 5. **FINANCIAL AND OTHER RESOURCE IMPLICATIONS (e.g. LEGAL, HR, PROPERTY, IT, COMMUNICATIONS etc.)**

5.1 The wellbeing of the workforce is a priority and HR policies, procedures and risk assessments have been updated to support this.

5.2 The COVID 19 pandemic and response is posing significant financial challenge for the Council. A full assessment on the medium term impact is ongoing and an update against the Financial Strategy and Planning assumptions is on this agenda.

6. **OTHER RELEVANT IMPLICATIONS (e.g. CRIME AND DISORDER, EQUALITIES, COUNCIL PLAN, ENVIRONMENTAL, RISK etc.)**

6.1 Response and recovery planning is in accordance with requirements under Civil Contingencies legislation.

6.2 Actions and decisions have been taken in accordance with the Coronavirus Act, associated statutory instruments and national guidance.

7. **OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)**

7.1 Not applicable to this report

8. **OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED**

8.2 Targeted consultation takes place as part of the operational implementation of the reopen plan.

9. **RECOMMENDATIONS**

9.1 Cabinet are asked to approve the plan for reopening as part of the Covid-19 recovery and renew phase.

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Date: 8 July 2020

**Background Papers used in the preparation of this report –**

National Guidance – Opening business and venues from 4 & 25 July 2020; Phased return of sport and recreation; Safe use of multi-purpose community facilities; guidance for safe use of council buildings

Appendix A

# COVID-19 RECOVER AND RENEW: NORTH LINCOLNSHIRE REOPEN PLAN

June 2020 v5

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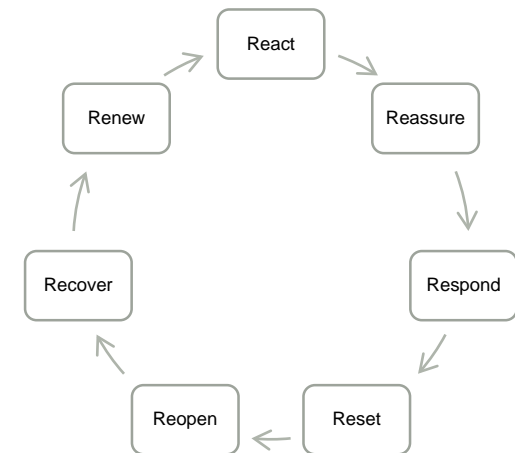
Slide 15. Organisational return and reopen

The Council continues to operate business continuity arrangements as part of its COVID-19 crisis response – the adjacent diagram represents the response cycle – 7 R's, whilst concurrently planning for recovery and renewal at both sub-regional and place level. Our recovery and renew framework guides our actions through the different transition phases of 'recovery'. The recovery phases are short and medium term at both Place and Council level. The process for recovery planning will be influenced by the government's five tests to ease lockdown and the steps of adjustments to social distancing measures.

This document describes the approach taken in the 'Reopen' phase moving through to recovery and renew.

It provides information on those venues, services and activities that were closed due to COVID restrictions, which, in line with government guidelines are able to re-open.

Finally, it sets out the proposed arrangements for our office buildings and future agile working

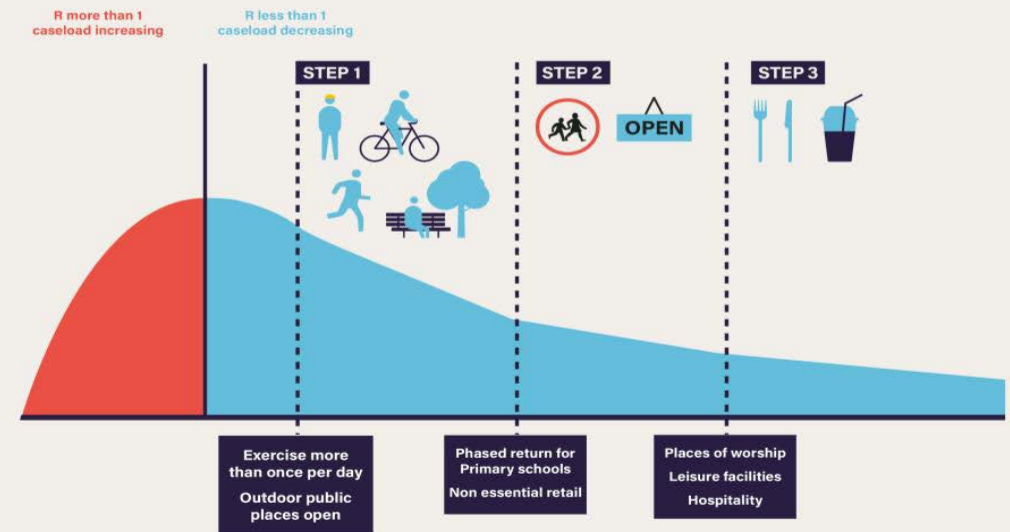


At a national level the Recovery Strategy 'Our Plan to Re-build', published 11<sup>th</sup> May 2020, sets out the road map for England along with 14 supporting programmes for health, social and economic recovery. The process for recovery planning will be influenced by the government's five tests to ease lockdown and the steps of adjustments to social distancing measures. Responsibility for implementing some of supporting programmes has been delegated to local areas and upper tier councils. The local governance and recovery frameworks incorporate the relevant aspects of the national programmes.

### UK Government 5 tests to ease lockdown

- 1 Protect the NHS's ability to cope. We must be confident that we are **able to provide sufficient critical care and specialist treatment** right across the UK.
- 2 See a **sustained and consistent fall in the daily death rates** from COVID-19 so we are confident that we have moved beyond the peak.
- 3 Reliable data from SAGE showing that **the rate of infection is decreasing to manageable levels** across the board.
- 4 Be confident that **the range of operational challenges, including testing capacity and PPE, are in hand**, with supply able to meet future demand.
- 5 Be confident that **any adjustments to the current measures will not risk a second peak of infections** that overwhelms the NHS.

### Steps of adjustment to current social distancing measures





**COVID-19: Emergency Response:** The definition of a declared emergency is an event or situation, which threatens serious damage to human welfare, or the environment.

*For an event or situation to be a declared emergency it must involve the occurrence, or potential occurrence, of one or more of the consequences below:*

- loss of human life,
- human illness or injury,
- homelessness,
- damage to property,
- disruption of a supply of money, food, water, energy or fuel,
- disruption of a system of communication,
- disruption of facilities for transport, or
- disruption of services relating to public health.
- contamination of land, water or air with biological, chemical or radio-active matter, or
- disruption or destruction of plant life or animal life.

**Recovering from an emergency:** In the context of COVID-19 ‘recovery’ is an umbrella term used to describe the process of moving through a series of transitions and phases.

**North Lincolnshire Recovery & Renewal Framework:** guides our actions through the different transition phases of ‘recovery’. The recovery phases are short and medium term at both Place and Council level. Recovery and renewal is framed in keeping with the Council’s strategic vision, ambition and values. Each phase will be guided by national guidance and legislation; Public Health advice and guidance and supported by local evidence, intelligence and information.

The Council continues to operate business continuity arrangements as part of its COVID-19 crisis response whilst concurrently planning for recovery and renewal at both sub-regional and place level.

## Phase 1

- Preparing for new normal, COVID Secure operational premises
- Continuing to work from home where possible: workforce welfare assessments 1800 members of staff
- Sustainable system for supply of PPE – flexible procurement options and central store for managing supply and demand

## Phase 2

- Opening of facilities and functions identified in the national recovery strategy 'our plan to rebuild' – steps 1, 2 and 3
- Implementation of Local Outbreak Plans

## Phase 3

- Opening of facilities in 'step 3+'
- Transition to renewal stage

Throughout the emergency response period most services continued to operate fully, including statutory and other key functions such as Children's Services and Adults Social Care, household recycling centres, domestic general waste and recyclables collection, playing fields and open grounds, security control centre, street cleansing and grass cutting, community meals, bereavement services and highways. The organisation kept running, with approximately 1800 staff working from home, and many services switched to on-line and digital formats. The services and activities that were suspended are public facing and the following principles are applied when planning for reopening:

1. National guidance sets context for ability to open
2. Local COVID-19 Risk Assessment determines safe to open
3. Risk benefit consideration confirms the added value benefits of opening (e.g. wellbeing benefit to residents)



4. Stakeholder engagement confirmed

**‘13 May: Exercise more than once a day and outdoor public places open’**

Venue/Function/Activity	Date Open
Normanby Hall Golf Course	13 May
Brigg Tennis Club	28 May

**‘1 June: Phased return of primary schools and non essential retail’**

Venue/Function/Activity	Date Open
Outdoor Markets (Ashby, Brigg, Brigg Farmers Market)	4 June 2020
Registration of Births	12 June 2020
St John’s Market – non-essential retail	15 June 2020
Normanby Hall Country Park and Grounds	1 June 2020
Outdoor active lifestyle sessions	22 June 2020
Primary schools: reception, Year 1 and Year 6	11 June 2020 – all primary schools open with vast majority providing places in line with national expectation

**'4 July: Places of worship, leisure facilities and hospitality'**

Venue/Function/Activity	Date Open
Watersedge visitor centre	4 July 2020
20-21 Visual Arts Centre	4 July 2020 (café from 11 July 2020)
North Lincolnshire Museum	6 July 2020
Normanby Hall Country Park Fishing Lake	1 July 2020
Normanby Hall Country Park Cafe	1 July 2020
Normanby Hall and Rural Life Museum	4 July 2020
Normanby Hall Play Area	13 July 2020
Normanby Golf Club House	11 July 2020
Children's Play Parks	4 July 2020

**‘4 July: Places of worship, leisure facilities and hospitality’**

Venue/Function/Activity	Date Open
Scunthorpe Central	13 July 2020
Baysgarth Community Hub (library and dry-side wellbeing functions)	25 July 2020
Ashby Community Hub	December 2020
Brigg Community Hub	September 2020
Crowle Community Hub	31 July 2020
Riddings Community Hub (pool, library and dry-side wellbeing functions)	17 August 2020
Epworth Community Hub (library in current building)	31 July 2020

**‘4 July: Places of worship, leisure facilities and hospitality – phased return of sport & recreation’**

Venue/Function/Activity	Date Open
Ancholme Leisure Centre	25 July 2020 (dry-side) 3 August 2020 (pool)
Axholme North Leisure Centre	25 July 2020 (dry-side) 3 August 2020 (pool)
Epworth Leisure Centre	25 July 2020 (dry-side) (TBC for pool - not NLC)
The Pods	25 July 2020 (dry-side) 3 August 2020 (pool)
Baysgarth Community Hub	3 August 2020 (pool)
Winterton library and gym	17 August 2020
Active Community Sessions	27 July 2020
Indoor Bowls Centre	September 2020



Since 24<sup>th</sup> March 2020 the Council has worked within the government's requirement to 'work from home if you can', with approximately 1800 members of staff and elected members now working from home and community and care services continuing to carry out their roles in community settings. In the response phase 200-250 staff volunteered to be re-designated as part of the shield response, either working from home in the contact hub team or out and about in the community making essential supplies to residents shielding.

Democratic decision making was enabled using MS Teams with members participating in meetings remotely with public accessibility increased through live streaming.

Church Square House has remained open to a limited number of staff carrying out essential functions that couldn't be facilitated from home.

Working from home where possible will continue in line with our priority of keeping staff safe and well, to minimise the risk of local outbreak and to continue to move towards transformation ambitions to be a more agile organisation. Any change will be based upon continued consultation, wellbeing and risk assessment. We have implemented a process of continuous wellbeing conversations to enable a targeted approach to use of office space alongside specific service delivery requirements and the COVID secure risk assessments to minimise the risk of local outbreak. Options for a blended approach to democratic decision making will be considered having regard to preventing local outbreak, keeping members, staff and the public safe and well and safely facilitating public access requirements.

Short-term milestone plan for working from home and virtual decision making (subject to 2 monthly review):

Date	Milestone Action
27 May 2020	Church Square House new measures implemented for 'COVID secure'
30 June 2020	Stage 1 workforce wellbeing assessments and action follow up
31 July 2020	Implementation assessment of need and redesign of space to facilitate limited availability of space
August 2020	Assessment of technology required to enable public access to hybrid decision making arrangements
August – September 2020	Ongoing consultation and review of workforce wellbeing and further targeted use of space for identified exceptions
September – December 2020	Analysis and evaluation to inform design of future agile working
May 2021	End of current legislation for virtual decision making (subject to ongoing review)