

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Executive****Council: 26 August 2020**

Subject: COVID-19 – Update**1. Purpose**

- 1.1** To provide Members with an update in relation to actions and decisions taken under the revised governance arrangements put in place following the Government lockdown on 24 March 2020 and since the previous update report to Council in June 2020.
- 1.2** To provide Members with a further update on the organisational and financial impact of COVID-19.
- 1.3** To provide Members with up-to-date information on the additional support the council is delivering to communities and businesses across West Dunbartonshire to help alleviate the impact of COVID-19.
- 1.4** To provide Members with information on future service provision through the recovery phases.
- 1.5** To provide an outline on the recovery plans and approaches.
- 1.6** To provide Members with information on an Officer response to a Scottish Government Committee consultation on the impact of COVID-19.

2. Recommendations**2.1** Members are asked to:

- (a) Note the actions and decisions taken under the revised governance arrangements put in place following the Government lockdown on 24 March 2020 since the previous report to Council in June 2020;
- (b) Note the update on the organisational and financial impact of COVID-19;
- (c) Note the information provided in relation to the approach to future service provision through the recovery phases and the strategic objectives in recovery;
- (d) Note that further information will be provided to Members on impacts of COVID-19 both in financial terms and in relation to service recovery through appropriate communication routes as normal Committee and Governance structures have recommenced;

- (e) Note the draft Officer response to the Scottish Parliament Local Government and Communities Committee as detailed as Appendix 2; and
- (f) Agree to cancel the fireworks and Christmas switch on events due to COVID-19 safety concerns.

3. Background

- 3.1** The COVID-19 pandemic and the impact of the lockdown of society and services represents an unprecedented challenge for delivery of council services and, as part of this. Since the June report Scotland has moved to Phase 3 of the Scottish Government's COVID-19 route map. Services have started to return, often in different or reduced ways as the impact of COVID-19 continues to be managed in line with the routemap and Scottish Government guidance. It is evident that there will be material financial implications for the council.
- 3.2** Following the Scottish Government lockdown effective from 24 March 2020 all Council services have been affected and the most significant changes have been:
- Closure of all learning establishments other than remaining hub provision;
 - Significant changes to ways of working in social care services and closure of some such services;
 - Closure of almost all Council offices;
 - Shutdown of almost all face to face citizen services; and
 - Shutdown of almost all environmental and works services;
- 3.3** The Council has been required by Scottish Government to deliver new support services to local people and to businesses in order to mitigate the risk of unwanted implications arising from the lockdown.

4. Main Issues

4.1 Changes to Governance Arrangements and decisions made

- 4.1.1** Shortly after the lockdown was imposed senior Members agreed to a set of changes to governance arrangements with additional powers delegated to senior officers. In addition most Council Committees to the period to end of June 2020 were agreed to be cancelled. The decisions noted in Appendix 1 have been taken by the Strategic Resilience Group (SRG) since those reported to June 2020 Council. Notwithstanding the developing situation, a clear audit trail of all decisions has been maintained and minutes of the SRG recorded.
- 4.1.2** Since then regular Elected Member briefings and summary FAQ's have been reported to all 22 Elected Members. In addition there have been regular cross

party meetings to further share updates on the developments as a result of the COVID-19 pandemic.

4.1.3 There continues to be ongoing developments and issues arising from COVID-19 and the impact on Council services. Updates will continue to be provided to Members through the most appropriate communications routes. Normal governance and committee meetings have recommenced following lockdown and summer recess.

4.1.4 Although a significant number of decisions have been taken across the range of Council services, the key issues are identified and summarised as ongoing items for Members' information and for future business-planning within this report.

4.1.5 It was agreed at the Cross Party Group that given the government guidance indicating a danger to life in gatherings as well as the lockdown, and until a satisfactory solution for remote meetings could be prepared that committee business would be kept to a minimum with only necessary and urgent papers being considered by Committee. A small number of temporary delegations have been agreed to enable services within Regulatory to continue, assist the preparation of the annual accounts and deal with taxation matters.

4.1.6 Specifically, since the June 2020 report the temporary delegated powers have been used to determine one licence application (in consultation with the Chair of the Licensing Committee). Officers within regulatory continue to provide advice to businesses in respect of the Coronavirus Regulations and remain authorised to take enforcement action.

4.1.7 The Council's existing Scheme of Governance was also used to enable decisions to be taken which would normally have been taken by Committee, in particular:

- Additional spend to maintain service provision not budgeted:
 - £0.478m - additional employees and overtime;
 - £0.057m - has been spent on PPE;
 - £0.152m - additional ICT costs;
 - £0.033m - additional hand sanitizer;
 - £0.283m - homelessness provision; and
 - £0.015m – other costs.

Note – the above excludes figures for HSCP. It is expected that the majority of the homelessness spend will be recovered through Housing benefit payments.

- Education purchased Farmfood Vouchers to the sum of approximately £0.850m to enable those families entitled to free school meals to continue to receive food support during lockdown – this being funded by the Scottish Government's (SG) Food Fund; and

- Additionally technical changes which had been agreed with the unions to terms and conditions were implemented following discussion with the Corporate Services Convener and Vice Convener as described below.

4.2 Key Current Live Issues

4.2.1 Finance and Resourcing

The restrictions imposed on businesses, including the Council, by the Scottish Government arising from the pandemic has resulted in a significant operational and financial impact. The absolute financial impact is not currently clear in totality as recovery processes and approaches develop and how the stages of the SG COVID-19 route map will actually affect Council services and finances is not clear as yet. This report provides detail on the financial position and SG funding to date at Financial Implications section below. There is also likely to be a cost implication to the capital plan in terms of delay and resultant cost increases, the value of this is not yet known.

4.2.2 Residential Care Homes

Care Homes have very much been at the centre of the HSCP response supporting the most vulnerable in our population in terms of the impact of the virus.

Assurance around quality of care and infection control practices, including the use of PPE across all care homes continues through the daily oversight/huddle meetings.

Testing remains a major area of focus for care homes and processes are refined as required to reflect all current guidance. Initially there was testing of employees or family members of employees who were symptomatic. The move was then to mass test all residents and employees (where consent was provided) where an outbreak was suspected. Surveillance testing has now been introduced where all residents are tested (with consent) even where no outbreak was suspected. In response to a ministerial directive on 4th June, we continue regular weekly testing of all employees.

The weekly multi-disciplinary oversight group continues to meet and as at 5 August all care homes within West Dunbartonshire had a RAG rating of green, indicating no COVID-19 positive staff or residents within care homes and providing robust assurance regarding their staffing position, access to PPE and compliance with infection control measures.

Visiting to care homes has been reintroduced in a phased programme with social distancing measures in place.

4.2.3 Public Protection Chief Officers Group

Meetings have continued 4-6 weekly during lockdown. Work to develop a combined strategic risk register has continued and the final version is expected to be approved at the September meeting; thereafter, Chief Officers will review their organisations or professional contribution to actions to mitigate these risks and the Group will revisit these actions regularly.

Reports to each meeting of the Group provide updates on Child Protection, Adult Protection, Multi-Agency Public Protection Arrangements (MAPPA), Violence Against Women and the Alcohol and Drug Partnership.

Weekly data continues to be provided to the Scottish Government National COVID-19 dataset for public protection and vulnerable children. This continues to inform changes to service demand and how managers can deploy resources accordingly.

4.2.4 Education

Schools and Early Learning and Childcare Centres (ELC) re-opened on Tuesday 11th August; this was a designated In-Service Day. The children and young people returned in year groups between Wednesday 12th August and Friday 14th August with all pupils back by Monday 17th August. Head Teachers have been advised to have staggered start and finish times to limit the number of people entering and exiting the buildings at one time.

A full suite of Risk Assessments is available and our Trade Union Colleagues have been involved in weekly discussions with Chief Education Officer and the Senior Team.

Schools and ELCs have supplies of sanitiser and PPE with all measures in place to reflect the requirements of the Scottish Government Guidance. Additional funding is being made available to support the recovery requirements for Education. This includes additional teachers and support staff, digital devices and an allocation towards the measures within the Guidance.

The Education Team have met with all Head Teachers and Heads of Centre over the summer break and all plans are in place for reopening safely for children, young people and staff.

4.2.5 Regulatory Matters

A joint working protocol was agreed between the Environmental Health Service, Police, Trading Standards and Licensing providing a response to the full range of business needs in respect of regulatory matters. Joint visits were carried out for the reopening of some businesses and larger outlets where area management plans for traffic and customers were required for public health protection.

Environmental Health Officers act as mentors in the Contact Tracing service within Greater Glasgow and Clyde and continue to do so, providing the expert input in complex COVID-19 cases. During the COVID-19 cluster of cases in the GGC area towards the end of July, Environmental Health led the local outbreak response and visited and advised businesses linked to COVID-19 cases, assisted by licensing colleagues. Officers across regulatory as well as within Roads lead a project for the flexible use of outdoor spaces that will allow businesses to operate safely thereby contributing to economic recovery. With the further easing of lockdown, the Licensing Section have been instrumental in ensuring safe systems are in place in licensed premises, and have been conducted multiple visits to premises before and after re-opening.

4.2.7 Test and Protect

Work on going to ensure Isolate and Support elements are delivered within the overall policy context and that the costs are funded to ensure sustainable access to isolate and support over the extended period of time the program is expected to run. The role of, and potential cost to, local government to provide additional supports to those who may require isolation and potentially temporary accommodation has not been fully clarified as yet between COSLA and SG.

4.2.8 Decision Making Framework

COSLA and SOLACE continues dialog with Scottish Ministers on the framework to support local decision making around easing or locking down of areas across Scotland to support public health interventions.

In consideration of local surges or spikes in virus activity, responsive actions may be required, the principles of which are as follows:

- Formal decision making about local services should principally remain with the owners of the relevant statutory responsibilities subject to legal requirements. NHS Directors of Public Health will continue to be the leads responsible for the overall integrity of the arrangements for planning and effectiveness of public health incident response. Within this context, and subject to public health advice, the relevant legal powers and protocols about escalation to Ministers, Local Authorities will continue to take decisions about the running of Council services. Ministers retain their supervisory role and there may be cases where decisions require to be taken centrally by Ministers.
- Scottish Government Ministers and COSLA will continue to receive comprehensive information, on a daily basis, as set out in the SGORR Sitrep. This will be enhanced to include indicators from the new Data and Intelligence Network. It will continue to draw together the local positions on Public Health data and Resilience. The latter category of information will continue to be provided by Local Resilience Partnerships to the Multi-Agency Coordination Centre.
- Incident Management Teams will convene local partners to consider public health evidence and potential responses. Local authorities and other local bodies may limit or close individual facilities or services in response to this where they have powers to do so, and in alignment with the current status of the Incident Management response. The Incident Management Team public health system explicitly includes protocols for escalation, which will be adhered to.
- Scottish Government Ministers may decide to re-impose lockdown conditions in the event of a more widespread local spike (potentially across Local Authority boundaries), either through direction or making regulations using powers set out in the Coronavirus Act 2020. This will take place after consultation with relevant Local Authority Leaders, and other key partners including Health Board Chief Executives, Local

Authority Chief Executives, Police Scotland and other relevant parties. A similar process would apply to the reversal of these conditions as public health conditions improve.

- National/local dialogue is desirable on any issue of concern, through SGORR as necessary, so that major decisions by either local or national actors are taken on the basis of the scientific evidence and supported and communicated on the basis of a consensus position, informed by the national picture.

4.2.9 Data Analysis

An internal dashboard focused on resilience data, was developed in April. This utilised daily and weekly data to ensure the SRG had robust data as close to real time as possible, this dashboard was also shared with Elected Members. The dashboard will be reviewed to ensure it remains relevant as work transitions from resilience to recovery and renewal.

There have been a significant number of data requests issued from Scottish Government and other national bodies; requesting wide ranging data at varying frequencies. Work continues, through Improvement Service and the National Digital Office, to refine data requests and develop a robust and relevant dataset for comparison across the country.

4.3 Specific updates

The following updates will further enhance Elected Members understanding of specific developments as previously outlined in the Elected Members briefings.

4.3.1 HSCP - Personal Protective Equipment

The two West Dunbartonshire Social Care PPE stores operating from Bridge Street, Dumbarton and Kilbowie Road, Clydebank remain open and are operating effectively with regular deliveries from NSS, sufficient to cover all current demands.

There is continual monitoring of the impact of recovery and mobilisation on anticipated increased demand from council and HSCP services in order to ensure oversight and early response to any emerging risks. At this time there is a plentiful and consistent supply of PPE across all health and care services within West Dunbartonshire with no immediate risks to supply chains identified at this time.

The HSCP are currently working with the Council's Regeneration, Environment and Growth team to integrate the operation of the current NHS NSS Hubs into the operation of the current Integrated PPE Store and provide distribution from one central location. This location would have a consolidated process in place for all PPE requirements across the authority to manage the distribution, demand, procurement, delivery, storage inventory and issue of stock.

4.3.2 Care at Home

Care at Home engaged in significant early work to contact all clients who were receiving home care services, to ascertain whether they wanted to continue to receive care from us, or whether they wished to be cared for by their family. This continues to be reviewed and a number of clients have resumed services.

In addition, for those clients who received visits to provide practical support e.g. shopping or pension collection, it was arranged that this service would be provided by the Humanitarian Hub or West Dunbartonshire Community Volunteer Service, allowing the Care at Home team to focus on delivering personal care to those clients who have critical and substantial needs. Wellbeing calls have also been provided through CVS to maintain contact with clients who were low level users of our community alarm service.

Volunteers were recruited from other areas within the HSCP and the wider Council, and condensed training was created and provided to ensure these volunteers had the skills and confidence to deliver appropriate care and support in the event that a large number of existing care at home staff were affected by COVID-19.

Additional staffing resource was allocated to the mobile responder service for community alarms and telecare.

The services provided by sheltered housing supervisors were enhanced to provide additional support for tenants, and through close collaboration with home care services much of the personal care provided within the complexes was undertaken by the supervisors. This was combined with individual social and emotional reassurance in relation to the clients' wellbeing.

Locally based on-call home carers were placed on stand-by to ensure any unexpected absence was immediately covered.

It remains of critical importance to keep up to date with any changes to guidance relating to delivering home care as we move through the phases of recovery. The use of technology has been extended to communicate effectively with home carers, with the provision of access to an information portal on COVID-19, and as new guidance emerges, it is shared with home care workers via their mobile phones.

Active and effective engagement with Trades Union Convenors and shop stewards was established at an early stage and continues to build trust with the workforce.

Additional training has been provided through limited face to face training due to social distancing, and this has been enhanced through the use of Zoom to include larger volume training activity.

We have continued to facilitate the smooth transition from hospital to home, working closely with health colleagues, and there have been no delays experienced due to lack of care at home provision.

Care at Home continues to prioritise and ensure those with the most critical needs are cared for.

4.3.3 Children and Families

Child Protection duties continue to be provided; child protection registrations have continued to increase during lockdown; alongside this, officers are concluding a brief audit of cases for children included on the Child Protection register. This will be reported to the Child Protection Committee, however is expected to echo trends elsewhere in Scotland, as other services continue to have limited contact with children.

The service has managed to continue Fostering and Adoptions panels remotely and it is intended to do so until the end of 2020.

Some children and young people in our Children's Houses have found the impact of lockdown to be challenging; however they and our staff continue to manage these pressures well, alongside our Champions Board young people providing support to their peers.

Requirements upon services to scale up critical services e.g. supervised contact between children and their families mean that there is a particular pressure to return some services to premises and work with partners to support some staff to return to working between offices and homes.

The Alternative to Care service is a small team who support children and families in the community. During lockdown, colleagues have evolved their support into new and innovative ways of working.

As child protection referrals have increased as lockdown has continued, the Alternative to Care team has continued to offer a 24/7 response service to ensure that children and young people are supported through periods of crisis. Much of this work has been carried out by phone or through social distancing visits, where the skills and experience of team members has continued to be a real asset for the HSCP in their determination to ensure that the best interests of children are upheld.

Evidence-based interventions including Family Group Decision Making have also continued to be developed, with staff supporting families to build their capacity and resilience to reduce the risk of children or young people needing alternative care placements.

4.3.4 Mental Health, Addictions and Learning Disabilities

Throughout the response phase, an emergency service was available, offering assessment and treatment via telephone/video link, where possible, and in person when required. Staff managed and prioritised the collective caseload using a RAG system. Service users and carers had access to

immediate support through Duty. Key workers carried out routine checks on stable patients throughout the response period and multi-disciplinary scrutiny of cases was carried out virtually where required.

Statutory responsibilities were met by all 3 services and vulnerable adults were supported in conjunction with colleagues in the Adult Support and Protection Hub.

Significant number of staff from Learning Disabilities Services were redeployed to support the work of the Humanitarian Hub and staff in Mental Health contacted thousands of residents on the Shielding list.

Psychological triage, assessment and treatment were extended across the HSCP through establishment of a virtual Hub of Wellbeing Practitioners, within the Primary Care Mental Health Team, minimising referrals to CMHT's and Crisis.

HSCP staff maintained open communication with commissioned services to support continuity of service and minimise isolation in service users and stress within the commissioned service staff group. This also provided an early warning system around potential relapse or crisis.

4.3.5 Education - Engaging with Stakeholders and Schools Re-opening Programme

On 21 May 2020 the Scottish Government and Local Government, with support from key partners across the education system jointly developed a strategic framework for the phased reopening of schools. Meetings with the chairs of parent councils were held on the 28 May 2020 and 17 June 2020. There are ongoing weekly discussion meetings with Head Teachers and with TU representatives. A survey of pupil views has been conducted. Models of blended learning for in school and at home have been developed for Early Learning and Childcare (ELC) Primary and Secondary establishments. ELC provision will comprise the entitlement of 600 hours delivered over 2 weeks; primary children will be in school 2 days each week and the secondary schools have bespoke solutions.

4.3.6 Childcare hubs

Over the summer period our Hubs continued to run in each of the secondary schools as the venue within a local learning community. They supported children of key workers where there is no other childcare option; provided families with support over the summer holiday; supported some groups of children and young people with additional learning or transition back to school and a packed lunch will be provided to all participants. The Hubs were closed on the 4th August in preparation for schools reopening.

4.3.7 Registrars

The registration service recommenced face to face registration of births and still births in the Dumbarton Office on 1 July 2020 and are currently working through the backlog of birth registrations as a result of the lockdown. Death registrations are still being carried out remotely via telephone. Authority to

proceed with outdoor and indoor Civil Ceremonies (up to 20 people in total) was granted by the Scottish Government in Phase 3 of the route map and have now commenced in the Council Chamber, Municipal Building, Dumbarton, in August 2020, subject to strict physical distancing and personal hygiene measures.

4.3.8 Space Allocation Study

Officers have been preparing for the future phases of recovery involving the return to the workplace for employees. Whilst respecting the guidance on home working, plans required to be made for the phased return to work by employees that is anticipated through the phasing of the Scottish Government's Route Map. There has been a detailed review of the Council's operational property to ensure compliance with the governmental guidance and to ensure a safe environment for employees and customers. At appropriate locations, building alterations are currently being made to include the installation of hand sanitisers, appropriate signage, floor markings and screens to protect customers and employees. Room lay-outs and capacities for safe working will change and officers have been reviewing these details to allow an initial group of priority staff to return.

These alterations will affect all of the Council's main public buildings, libraries and museum, educational estate, offices and depots and works are well underway.

At this stage it should be noted that the majority of equipment has been received with final equipment arriving w/c 10th August. Equipment is currently being installed by Building Services.

4.3.9 CCCF

The Contact Centre and Welfare Fund have operated as normal throughout the lockdown period answering thousands of enquiries from residents on a weekly basis.

The same has been the case for the Press Office and social media functions which have also seen high volumes of engagement. Officers have supported the local community and employees by continuing to update, maintain and improve the website and staff intranet as normal throughout the disruption.

Officers within FM have operated cleaning, catering and facilities services to the Education Hubs and a limited number of offices and depots throughout the period, and have also invested significant time in planning and delivering the new cleaning regime to support the school restart arrangements. Library services delivered an enhanced and varied online programme during lockdown, and have more recently been concentrating efforts on the restart of services with a home delivery option - 'Book to Borrow' service now launched.

Performance and Strategy have operated a full service remotely, they also delivered a workforce resilience exercise in the initial phase to identify essential services and any capacity gaps, before moving on to a data gathering, analysis and reporting role to the Strategic Resilience Group and

COSLA, and now supporting the recovery activity. Arts and Heritage have used the time to invest energy into the online archive service, review the Collection and undertake planning for when visitors are allowed back into our museums and heritage centres. They have also increased provision of online services and engagement through social media platforms. Employees in Clydebank Town Hall have worked with clients to reschedule planned events during lockdown to alternative dates later in the year or in 2021.

In addition, at a senior level extensive work has taken place in partnership with the Leisure Trust to support their recovery planning and long-term strategy.

4.3.10 Council Events

The Council's annual events programme has been heavily disrupted due to COVID-19. As lockdown restrictions ease there are two remaining events in the calendar – the November Fireworks displays in Clydebank and Dumbarton, and the Christmas Lights switch-on events in Dumbarton and Alexandria. Both would fall under the categorisation of “live events” which are not allowed to restart until Phase 4 when the virus is no longer considered a significant threat to public health. The First Minister has indicated that this is far from the case at this point, and that Scotland may remain in Phase 3 for longer than other phases. As a result Councils such as Renfrewshire, North Lanarkshire, Dundee and Edinburgh have already announced cancellations to their firework and Christmas events. The primary reason for this is a concern over the inability to socially distance at such events. It is recommended that West Dunbartonshire Council takes the early decision to cancel its own fireworks and Christmas events now rather than progress time and money in preparing events which are likely to need to be cancelled at a later point. The Christmas lights would continue to be displayed.

4.3.11 COVID-19 Testing

(i) COVID19 Care Home Testing for Residents & Employees

In accordance with the Cabinet Secretary Ministerial direction instruction to commence weekly regular testing on all care home workers, all West Dunbartonshire care homes have access to testing, either through the Social Care Hub (care home employees register and self-test) or through the aforementioned MTUs. In addition, surveillance testing commenced in care homes resulting in no suspected outbreaks. West Dunbartonshire has now successfully completed testing in all care homes, in excess of 6,300 employee tests have been done and over 1,200 resident tests have been done, the vast majority of results returning negative.

(ii) Testing for Council Employees and the Wider Community

COVID-19 ‘drive through’ centres have been positioned throughout Glasgow where employees and members of the public can go to be tested. The Council are continuing to publicise and promote testing with 15 employees referred for testing from the wider workforce and 57 tested in the home care teams, with 2 testing positive.

4.3.12 Roads & Neighbourhood Services

The Roads & Neighbourhood Service has continued to deliver essential services throughout lockdown with services being recommenced in line with the Scottish Government route map. The table below sets out the essential services that have continued and the recommencement date for wider key services delivered by the Service:

Service Area	Activity	Date
Waste	Collection of Residual waste	Ongoing
Waste	Recommencement of garden waste collection	11/05/20
Waste	Recommencement of recycling waste collection	18/05/20
Waste	Reopening of Household Civic Amenity Sites	01/06/20
Grounds	Burial Services	Ongoing
Grounds	Recommencement of grass cutting in high amenity areas	18/05/20
Grounds	Recommencement of Care of Gardens	01/06/20
Roads	Emergency (Category 1) defect repairs	Ongoing
Roads	Recommencement of the Roads Resurfacing Programme and routine defect repairs	24/08/20

4.4 Support provided by the Council to residents and to businesses

4.4.1 Community based approach

As previously reported, the Crisis Support Team established a food insecurity group for COVID-19 that built on work to address food insecurity emerging as a result of Brexit. The group consists of representation from Working 4U and the two main foodbanks in West Dunbartonshire: Community Foodshare and Food 4 Thought.

The Scottish Government decision to pause shielding on 31st July 2020 may result in an increased number of food insecurity referrals as those who were previously shielding may now need to self-isolate. Or those previously in receipt of the Scottish Government Care Box scheme may now require additional support. The situation will be monitored on an ongoing basis to determine the scale of any support that may be required.

4.4.2 Support for pupils – Free School Meals

Free school meals have continued to be delivered within the Childcare Hubs; however the majority of free school meals provision over the summer term has been done through the distribution of food vouchers to parents to allow them to access food to provide the equivalent of a free school meal over this period.

4.4.3 Humanitarian Assistance Centre (HAC) – updated approach

The Scottish Government decision to pause shielding on 31st July, together with the significant reduction in referrals to Crisis Support, plans are being

developed to reduce the Crisis Support and Volunteering Management service. In doing so it remains essential that continued support is provided to those of our most vulnerable citizens. There is a current active case load of 89 people who still require ongoing support and there is an expectation that this figure may increase over the coming weeks.

The Scottish Government's Connecting Scotland initiative has now been added to the range of support available through the Crisis Support Team. This project promotes digital connectivity and literacy with 13 digital devices available for allocation to Crisis Support clients throughout August 2020 with up to six months digital support provided to device recipients.

In addition, the Volunteer Management Team also responds to and delivers PPE to carers across the authority, further increasing the demand on volunteers. This service has seen a steady increase in referrals. Plans are being developed to allow the HAC, Crisis Support and Volunteer Management team, to respond to any second wave or local outbreak identified through Test and Protect should that be necessary. The services provide the following support:

- Crisis Support Assessment and specialist support, in addition to the Provision of information about COVID-19, support included advice and Guidance on benefits, debt, employability, utilities, employment rights (Furlough) and availability of grants; and
- Volunteer assistance in the form of food and medicine deliveries, Befriending services, dog walking and support with top-up cards, and the delivery of PPE to care homes and carers.

To date the teams have supported 2,298 households of which:

- Shielded residents 1,154;
- Volunteer Management Practical Support 761;
- Foodbank referrals 724;
- Able to Pay Service 142;
- Supported to connect SG care box submissions 545;
- Supported to connect SG supermarket support submissions 191; and
- Supported carers with 70 PPE deliveries.

The Volunteer team has supported over 800 households with a range of interventions including food shopping, prescription collection, befriending and dog walking.

4.4.4 Housing and Homelessness Services

The Council's Homelessness and Housing Options team has provided a 24/7 service ensuring all Council residents have a safe and secure home within the period of the pandemic avoiding any incidences of rough sleeping and destitution. The service has increased the provision of homeless supported accommodation by 40% to meet the increased demand and a snapshot of service contacts is provide in the table below:

Number of Homeless Presentations	373
Number of Households Provided with Temporary Accommodation	297
Number of Homeless Presentations (Domestic Abuse)	83
Number of Young People Presenting as Homeless	109
Number of Prison Leavers accommodated	10

* Figures from 23/3/2020-2/8//2020

As the social and economic impacts of COVID-19 are fully realised we anticipate further increase in households being assisted by the Homelessness and Housing Options Service. Notably, there has been an increase of 42% in approaches to the service for assistance in June/July compared with April/May. The service is responding with an increased housing solution and preventative focus.

Council tenants have also been supported through the period of the lockdown, with Housing Officers contacting over 7,500 tenants and providing a welfare check prioritising elderly and vulnerable tenants.

4.4.5 Business Support Grants

The Scottish Government Coronavirus Business Support Fund (CVBSF) is being administered by Local Authorities and commenced on Tuesday 24 March 2020.

Importantly these grants are aimed at helping keep companies in business and at a productive capacity so that they can recover. Their intention is to:

- Protect jobs;
- Prevent business closure, and
- Promote economic recovery.

The ratepayers of businesses located in a non-domestic property on 17 March 2020 could apply to access a support fund and receive a one-off small business support grant of £10,000. These properties have rateable values of up to £18,000. A separate one-off grant of £25,000 is available to the ratepayers of businesses in the Retail, Hospitality, Leisure sectors operating in premises with a rateable value of £18,001 or up to £51,000.

A number of phases of the grant have emerged from SG over the last 4 months including support for additional properties with a 75% grant being provided. The final phase has been the ability for Bed and Breakfast accommodations to apply for a £3,000 grant which commenced on 15 June 2020. A Self-Employed Hardship (SEHF) fund for those individuals who commenced their business after 6 April 2020 and are not registered with HMRC can receive £2,000 commenced 5 May 2020.

The Council received 1,549 grant applications and to date have paid 1,300 grants totalling £14.475m to our business community. In addition the SEHF received 103 applications and paid 88 individual grants equating to

£0.177m. The Scottish Government closed the fund on 10 July 2020 with any further supporting evidence or an appeal required by 31 July 2020. We currently have 9 applications pending and some 251 applicants that were rejected, with a very small number going through the appeals process.

4.4.6 Building Services

Building Services have continued to provide essential services throughout lockdown including emergency repairs services for housing and the Council's commercial and public building assets. Repairs also continued for void properties to build resilience in the Council's homeless support accommodation, where voids had been allocated to residents where their current accommodation didn't meet their needs, regulatory safety checks and works and other essential incidental urgent repairs as required.

In line with the Scottish Government route map and the Construction Scotland Re-start Model 6 Stage Plan has allowed construction activity to restart on a phased basis. A snapshot of services that have restarted, dates when services are due to recommence are included within the table below:

Service Area	Date
Delivery of emergency and essential services	on-going
Gas safety checks, lift maintenance and other statutory works	on-going
Urgent gas boiler and heating system renewals and special needs adaptations	on-going
Early Learning and Childcare Centre (ELCC) programmes	20/06/20
Buildings COVID-19 compliance works including schools	22/06/20
External works to housing, commercial and public buildings	22/06/20
Housing re-roofing programme, environmental, external stores and drainage improvement works	22/06/20
Fire reinstatement works	22/06/20
Urgent internal works	22/06/20
External insulation and render programme	29/06/20
Internal works housing, commercial and public buildings	27/07/20
Internal structural works (Drumry), heating renewal programme, uPVC window and door installations	27/07/20
Non-urgent special needs adaptations	03/08/20
Modern facilities shower installs, kitchens and bathroom installs	TBC
Scottish Housing Quality Standards works	TBC

Tenants have been able to report new non-urgent repairs from 27 July 2020.

Capacity will increase in-line with guidance and the service is targeting full capacity by 28 August 2020. Activity / productivity to pre-COVID-19 levels are expected to take considerably longer due to restrictions, physical distancing measures etc.

4.4.7 Debt Collection

The Council has taken a more relaxed approach to the pursuit of debt and has agreed where requested to delays to payment due dates and

rephrasing of payment plans. This will have the effect of increasing debt, though the expectation is that such assistance and delayed payments will result in payments actually being received in the future. The rate of recovery of such delayed payments will depend of the ongoing impact of COVID-19 on the local economy and the ability of people to make payment. The Council's draft annual accounts earmark funds to recognise the risk of non-payment.

4.5 The Recovery and Renew Phases

- 4.5.1** The Strategic Resilience and Recovery Group (SRRG) provides support and guidance in the restoration to Services that can reasonably, financially and safely be restored or redesigned to restart. This involves working with Strategic Leads to ascertain physical, financial, support and resource requirements and resources. As we move into recovery the SRRG will also seek to align themselves with regional and national guidance.

The SRRG will continue to support Operational Resilience Group (hereafter morphing into the Operational Recovery and Renewal Group (ORRG) through monitoring processes and sharing information where required. This group will be chaired by the Citizen and Digital Services Manager.

The SRG continues to support all aspects of the organisation by providing a Strategic over sight in the form of decision making throughout Response, Recovery and Renew phases of COVID-19 ensuring the Council responds effectively and rebuilds.

- 4.5.2** The recovery and renew process will follow SG guidance as the country progresses through the routemap. It is anticipated that the future will look different to previous in terms of ways of working and running services and opportunities for continuing with changed and new ways of working will be considered as recovery continues.

5. People Implications

- 5.1** The COVID-19 pandemic presented significant changes for the workforce from widespread mobilisation of remote working, extensive volunteering programme securing assistance for the most vulnerable in the community, to a digital by default approach that has successfully enabled more processes and transactions to be delivered online and remotely.
- 5.2** Now firmly in the 'Recovery Phase', further workplace and working style assessments have now been completed. These will inform the return to the workplace for select groups, while ensuring that those continuing to work from home, are well supported to do so.
- 5.3** In respect of preparations for re-opening buildings, the workforce assessment is being finalised and approaches to re-opening of offices will be finalised shortly.

5.4 In terms of the reported absence picture, from 1 April 2019 to 31 March 2020 the following is evident:

- The decrease in Council wide sickness absence of 3,147 full time equivalent (FTE) days lost compared to the same period the previous year;
- Work related stress has decreased by 2% and musculo-skeletal injuries have decreased by 3% compared to the previous year.

The level of personal stress reported throughout 2019/20 was a concern and as such focus was on mental health and wellbeing. Consequently, it is positive to note that sickness absences attributed to work related stress, alongside musculoskeletal injuries reported a decrease in levels and this reduction has been shown in the annual figures as well. This is encouraging given the significant work on mental health support over the last year.

Additionally, Quarter 1 of 20/21 shows a 30% reduction in absence compared with the same period in 19/20. This bodes well for the annual picture particularly as the flexibility appreciated by the workforce will continue as the COVID recovery and renewal journey evolves.

6. Financial and Procurement Implications

6.1 Financial Implications

The lockdown has had clear implications in terms of service delivery and in relation to the Council's planned budget for 2020/21 as a result of additional spend requirements, lost income offset by some cost savings due to services reducing/stopping. The SG has provided additional funding to support Councils. The key aspects are as follows:

- 6.1.1** As reported to June Council all spend as a result of COVID-19 is required to be appropriately approved and recorded separately within the ledger.
- 6.1.2** Since the June 2020 Covid Update report to Council a further cost-gathering estimation exercise has been carried out and submitted to COSLA in support of seeking further funding from the SG. This latest return sought to project the financial implications of COVID-19 for the whole of the 2020/21 financial year, recognising that recovery was not going to be fast and would take time to work through the country and all aspects of life in Scotland. The projection was done in line with COSLA guidance about expected dates of moving through the four stages of the SG COVID-19 route map. It is therefore based on a large number of assumptions and estimates and will almost certainly not prove to be accurate by the time we get to the end of the financial year. However in the return for West Dunbartonshire the financial impact was estimated as £17.147m, comprising of:

- Mobilisation costs £1.970m;
- Lost income £9.625m;
- Recovery costs £8,137m; and
- Reduced Costs -£2.585m.

It is stressed that the above projections are estimates and the actual financial impact will certainly be different from this, but will not be known until actual budget impacts are known and analysed.

- 6.1.3** Within the above projection it can be seen that the most significant area of risk relates to lost income and within that grouping the most significant issue is in relation to an assumption that Building Services would not be able to charge the HRA for works that are currently not being done due to lockdown restrictions. Since then it was reported to COSLA Leaders that the SG has agreed that Councils can treat such services differently and in this instance Building Services can continue to charge the HRA for lost income due to COVID-19. In addition Building Services has furloughed staff and has developed a recovery plan which seeks to recover the position through catching-up with lost work. Through these measures it is expected that any charge to the HRA for unproductive time due to COVID-19 will be minimised. At the time of the return/estimate this issue was evaluated at £4.2m, however as is being reported to Council in the Budgetary Control Report for period 3 this figure has reduced to £2.1m.
- 6.1.4** The second most significant element is the Recovery Costs of which around £6.1m was identified at that time for Education Recovery under the then expected physical distancing regime. This position has changed significantly since then and these costs are now estimated to be significantly less at £1.950m.
- 6.1.5** Also included in the return are costs for which additional SG funding is being provided in terms of Food Funding, Digital Connectivity and additional DHP costs – these totalling £2.464m. In addition there is £0.185m of cashflow impact expected around commercial rents and elements that could be charged to capital if required of £0.411m (i.e. should SG funding not cover the full impact).
- 6.1.6** Excluded from this estimate is the cashflow impact of Council Tax income – as COSLA was calculating an all-Scotland impact for this. At this stage it is very difficult to estimate what the actual impact of this may be for the Council and currently the view is that all Council Tax remains due to be paid, though, as stated above, the Council has been more relaxed in pursuing payment for those advising that they are financially impacted by COVID-19. For this reason (and as will be seen in another report to this Council meeting on the draft annual accounts for 2019/20) a sum of £0.250m has been earmarked in the General Fund to recognise this risk. As COVID-19 impact on the country changes overtime and as Government action to support the economy continues to change e.g. the planned ending of the Job Retention Scheme (furlough) then it is likely that there will be job losses across the country and potential impacts on ability to pay Council Tax. How long this lasts and how recoverable the impact will be in the future is not easy to estimate at present and will be considered as we progress through the year.
- 6.1.7** The above cost excludes financial implications in terms of social care services a provided by the HSCP. The SG has required HSCTPs to provide cost

estimates on a regular basis via Mobilisation Plans. These cost projections are annual and there is an expectation that these additional costs will be fully funded by the SG. The cost estimates for WD HSCP indicate additional projected spend of around £8.117m, of which the social care elements is valued at £6.695m with £3.915m of this total related to early estimates for provider sustainability across the range of commissioned social care services. To date the SG has allocated two grants, of £50m and £25m, to assist HSCPs with additional social care net costs arising from COVID-19 – with £1.347m allocated to WDHSCP. There was also a further allocation of £8.8m to help offset the additional cost of the agreed 3.3% Scottish Living Wage uplift to all adult social care workers. The HSCP share of £0.182m was sufficient in this regard. There is a risk that these costs are not fully funded by SG and that all or some of these costs fall on IJBs to fund. If that was the case our HSCP will require to consider which elements of reserves could be utilised initially with any resulting deficit requiring to be funded, per the Integration Scheme (partnership agreement), between the constituent partner bodies – WDC and the NHSGGC Health Board.

- 6.1.8** The above cost implication estimate does not include anything in relation to the Leisure Trust (WDLT). Current information from WDLT indicates that due to reserves held and the furloughing of around 95% of their workforce there is no funding assistance required from the Council in the period to the end of the current financial year. It will be clear however that, under the planned SG routemap approach, there will continue to be restrictions on the WDLT in how it operates in the remainder of this financial year, and potentially into 2021/22. Council agreed in June 2020 to provide a Letter of Comfort to the Trust and officers of the Council and the Trust are working together to plan for the future.

6.2 Scottish Government Funding to Councils and Communities linked to COVID-19

- 6.2.1** Since the imposition of lockdown the SG has implemented a number of approaches to mitigating the impact of COVID-19 on citizens of Scotland, businesses, charities and Councils. The majority of the funding that the SG has distributed for various purposes has been derived from Barnett consequential from UK Government funding provisions, though some will have come from re-prioritised SG funds. In addition to distribution of funds the SG has also implemented changes to the Non-Domestic Rates regime in 2020/21 to seek to provide funding assistance to ratepayers. Funding provided is summarised in the following table:

	Total £000	Local Gov't £000	Retained for future allocation £000	Currently allocated £000	WDC allocated £000
Hardship Fund £350m, comprising:					
Local Government	50,000	50,000		50,000	880
Social Welfare Fund	45,000	45,000	23,000	22,000	532
Benefits & CTRS	50,000		50,000		TBC
Food	70,000	30,000			684
3rd Sector	110,000				0
Retained by SG	25,000				0
	350,000	125,000	73,000	72,000	2,096
Other funding - not ring-fenced					
£155m from Barnett consequential	155,000	155,000			2,729
Food Fund - extension	27,600	27,600		27,600	632
Further Barnett consequential 2/7/20	49,000	49,000		49,000	TBC
Additional DHP Funding	5,000	5,000		5,000	125
Totals	581,600	356,600	73,000	148,600	5,582

6.2.2 In addition the SG has announced additional funding to support Education Recovery, as follows:

Funding linked to Education Recovery	Total £000	WDC £000	Comments
Additional Teachers and Support Staff	50,000	992	For additional staffing to August 2021
Further Additional Teachers	30,000	TBC	
School Infrastructure Costs	20,000	TBC	Upfront investment to assist schools re-open safely
School Infrastructure Costs	30,000	TBC	Ring-fenced - if required
Schools - ICT equipment for pupils	30,000	448	For additional ICT kit to assist with digital exclusion

6.2.3 In relation to the various aspects of the Hardship Fund that have been allocated to the Council or are retained for potential use the use and demand for services supported by these are as follows:

- i) LG Hardship Fund - £0.880m – to be used to meet costs and financial impact of COVID-19 on WDC;
- ii) Social Welfare Fund (SWF) - £0.532m – this is additional funding on top of existing SG funding for SWF of £0.858m. Of the total available of £1.390m as at 11 August 2020 spend was £0.419m – which would indicate sufficient funding to cover demand over the year, based on current rate of demand – this will be monitored. The SG has retained around half of the available funding to be distributed should demand require it. Note: no costs for this have been included in the cost estimates provided above;
- iii) Benefits and CTR – no distributed as yet as SG awaiting evidence of additional demand/costs on Councils arising from COVID-19. Demand to date in WDC has increased from 2019/20 levels though is currently within the 2020/21 annual budget;
- iv) Food Fund - £0.684m – is intended to allow Councils to provide food to communities and residents impacted by COVID-19 and experiencing difficulties in accessing food either due to shielding / other capability issues or in financial terms. The main use of the fund is to cover the additional cost of providing free school meals to the end of the summer school term 2020 together with supporting the community-based food insecurity among disadvantaged, shielded and vulnerable in partnership with local food banks.
- v) Additional Food Fund - £0.632m – to extend Free School Meal provision until school return date, and to provide ongoing financial support to people in the community to 30 September 2020;
- vi) Further Barnett Consequential – WDC share to be confirmed – currently under discussion between COSLA and SG as to purpose and use of this funding; and
- vii) Additional DHP - £0.125m – available to meet costs anticipated and included in current cost projections provided above.

6.2.4 In relation to the £155m additional funding arising from UK consequentials - £2.729m, it is anticipated that this will require to be used to meet costs and financial impact of COVID-19 on WDC.

6.2.5 The SG wrote to Councils on 15 May 2020 providing guidance and allowing flexibility in the use of three Education ring-fenced funding streams, as follows:

- Attainment Challenge Fund - flexibility to schools and Local Authorities in receipt of Challenge Authority and Schools' Programme funding;
- Pupil Equity Fund - relax current guidance on Pupil Equity Funding in order that head teachers can support our most vulnerable children; and
- Early Years expansion to 1,140 hours - allow Local Authorities to deploy early learning and childcare funding flexibly to deliver critical provision for children and families.

This has now been evaluated and estimated that the above flexibility is valued at £2.350m, though it is envisaged that the flexibility allowed by SG is that this can only be used to assist with Education Recovery.

6.2.6 In relation to the additional SG funding provided to support Education, together with the Education flexibilities above it is expected that the cost of Education Recovery can be fully funded, however this depends on future COVID-19 infection rates and impact on schools and the wider community.

6.2.7 In relation to additional costs being incurred by HSCP, indications have been provided by the SG that such costs will be funded. To date SG has allocated £75m to support social care costs of which the WDC share was £1.347m. It is clear that this sum is insufficient to cover costs that have been projected for 2020/21.

6.3 Considerations of 2020/21 financial risk – General Fund

6.3.1 Total net cost implications of COVID-19 on the General Fund will not be clear for some time, as described above, the financial implications as the Council moves through the phases of easing of lockdown often won't be clear until they happen.

6.3.2 Since the report to June 2020 Council COSLA and the SG has sought agreement from UK Government on a range of financial flexibilities. To date none of these have been agreed. In addition COSLA is continuing to engage with SG re financial flexibilities that are potentially within the power of the SG to provide.

6.3.3 On 2nd July an announcement by UK Government was made on a new funding package for councils in England, generating £49m consequentials for Scotland (as noted above). In addition to the consequentials, the package also includes a new income loss scheme and will involve a 5% deductible rate, whereby councils will absorb losses up to 5% of their planned sales, fees and charges income, with the government compensating them for 75p in every pound of relevant loss thereafter. This area was identified as the largest area of loss for Local Authorities, a situation mirrored in Scotland.

The SG has indicated to COSLA that subject to clarity around Barnett consequentials, it is minded to offer a similar type of scheme in Scotland but as yet, it is unclear as to the conditions that may be imposed on any consequentials. The English scheme excludes commercial rental income and lost income for ALEOs - these are issues that are significant for Scottish councils and where it would be helpful to see a variation in conditions and restrictions, if permitted. The SG has invited COSLA to bring forward ideas for the design of a scheme that may differ from the proposals in England, should this be possible.

6.3.4 As described above there is a risk that the financial impact of the pandemic on the HSCP is not fully funded by SG and potential for a financial impact on the Council. It will be important that the SG provides the funding aligned to the agreed Mobilisation Plans.

6.3.5 As advised above the WDLT position will depend on speed of easing of lockdown and the capacity for reopening of services and the level of

uptake of services by residents. There is a potential that the Council will require to provide financial assistance to WDLT.

- 6.3.6** As advised above the majority of capital projects will have been delayed due to COVID-19 and it is very likely that this will result in additional cost and slippage in the majority of the capital programme. The extent and value of this has not been able to be identified as yet.
- 6.3.7** A Budgetary Control Report is provided to this meeting which identifies a current projected financial impact to the Council arising from COVID-19 of £3.666m. As stated within that report and above this currently includes around £2.1m of costs that SG has agreed that we can charge to the HRA in relation to unproductive Building Services time during the main lockdown period. The aim is to minimise this and if not possible to minimise then it will be possible to charge such a sum to the HRA resulting in an underlying projected General Fund impact of around £1.566m. As stated above there are a large number of variables at this stage around projections and this cost may vary significantly by the year-end.

Also as noted above it will be necessary to monitor performance of income collection generally but importantly on Council Tax and there may be a requirement to consider a top-up to the bad debt provision which would increase the financial impact on the Council.

It is highly likely that there will be a net financial impact to the Council from COVID-19 as described above (or higher) with potential for additional bad debt provision and clearly it will be important that further funding is secured from Government and/or appropriate financial flexibilities are provided to Councils to mitigate the impact into 2021/22.

6.4 Considerations of 2020/21 financial risk – Housing Revenue Account

- 6.4.1** Housing Officers have reviewed the HRA budget and have identified that there is a low level of risk to the HRA within 2020/21. An earmarked fund of £0.100m for risk of unpaid rents has been set within the 2019/20 annual accounts recognising that there has been a slow-down in rent collection rates as tenants have been financially impacted by COVID-19.
- 6.4.2** The main risk identified is in relation to the HRA capital plan where projects have been delayed with the resultant risk of cost increase. In addition this is likely to impact future year revenue budgets as the timing of new build houses becoming tenanted will be delayed resulting in lower rental income over the next two financial years as the build projects complete.

6.5 Financial Review

- 6.5.1** Officers have been reviewing spend requirements for 2020/21 and will clearly seek to control costs as far as possible in order to mitigate the financial impact.

- 6.5.2** Officers will continue to monitor the financial implications across revenue and capital budgets for General Services and the HRA and an update will be provided through ongoing budgetary control reports. Consideration will be required as to what further financial planning actions and agreements will be required.

- 6.6 Scottish Parliament Local Government and Communities Committee**
On 23 July 2020 the above Committee launched a Call for Views on “The impact of COVID19 on the financial sustainability of local government in Scotland”, with a closing date of 4 September 2020. Officers have drafted the following response as an officer response to the Committee. Members may wish to consider making submissions on their own behalf. The draft officer response is attached as Appendix 2.

6.7 Procurement Implications

Other than the procurement processes described above in relation to contracts completed and urgent spend required to support Council service provision due to COVID-19 issues.

7. Risk Analysis

- 7.1** In accordance with the Council’s Risk Management Framework, a Strategic Risk has been developed in response to the COVID-19 pandemic. This, along with the organisation-wide, operational risks sitting beneath, will be reported in the bi-annual risk updates to Corporate Services and Audit Committees.
- 7.2** The most significant risk remains the financial impact of COVID-19 on the Council and the potential shortfall in funding support from the SG. COSLA has continued to engage with the SG to evidencing the financial impacts on Councils and the need for further financial support or financial flexibilities, some of which will be also required to be advised to the UK Government. The outcome of this will be important in terms of the future financial position of the Council.
- 7.3** There remain risks, as described above, around how the UK exits the European Union. The current budget assumptions are based on the UK budget announced in the autumn of 2018 which stated that in the event of a “no deal” Brexit it was likely that the UK Government would require to reset the country’s finances. Such a move or any other impact of Brexit could have a significant impact on the Council and its financial position for 2020/21 and subsequent years.

8. Equalities Impact Assessment (EIA)

- 8.1** Equality impact screening or assessment of decisions taken where necessary have been undertaken and are available on request.

9. Consultation

- 9.1** Discussions on the issues herein have been had with the Trades Unions on an ongoing and regular basis and a copy of this report provided in advance of the publication.

10. Strategic Assessment

- 10.1** All actions and additional spends incurred have been done in order to continue to achieve the Council's strategic objectives.
- 10.2** Sound financial control and good governance remains a key approach in minimising the risk to the Council and the ongoing capacity of the Council to continue to deliver its strategic objectives in the longer term.

.....
Joyce White
Chief Executive
Date: 20 August 2020

Person to Contact: Stephen West, Strategic Lead - Resources, Church Street Offices, Dumbarton
Telephone (01389) 737191.
e-mail: stephen.west@west-dunbarton.gov.uk

Peter Hessett, Strategic Lead – Regulatory, Church Street Offices, Dumbarton
Telephone (01389) 737800
e-mail: peter.hessett@west-dunbarton.gov.uk

Victoria Rogers, Strategic Lead – People and Technology, Church Street Offices, Dumbarton
Telephone 07795 266028
e-mail: victoria.rogers@west-dunbarton.gov.uk

Appendices:

1. Further actions taken during lockdown
2. Draft Officer response to Scottish Parliament Local Government and Communities Committee

Background Papers:

1. Member Briefings and FAQs on COVID-19 issues;
2. Budget Report – Council, 4 March 2020;
3. Minute of Council meeting – 4 March 2020;
4. Covid Update Report – Council 24 June 2020;
5. Equalities Impact Screening/Assessments; and

Wards Affected: All