

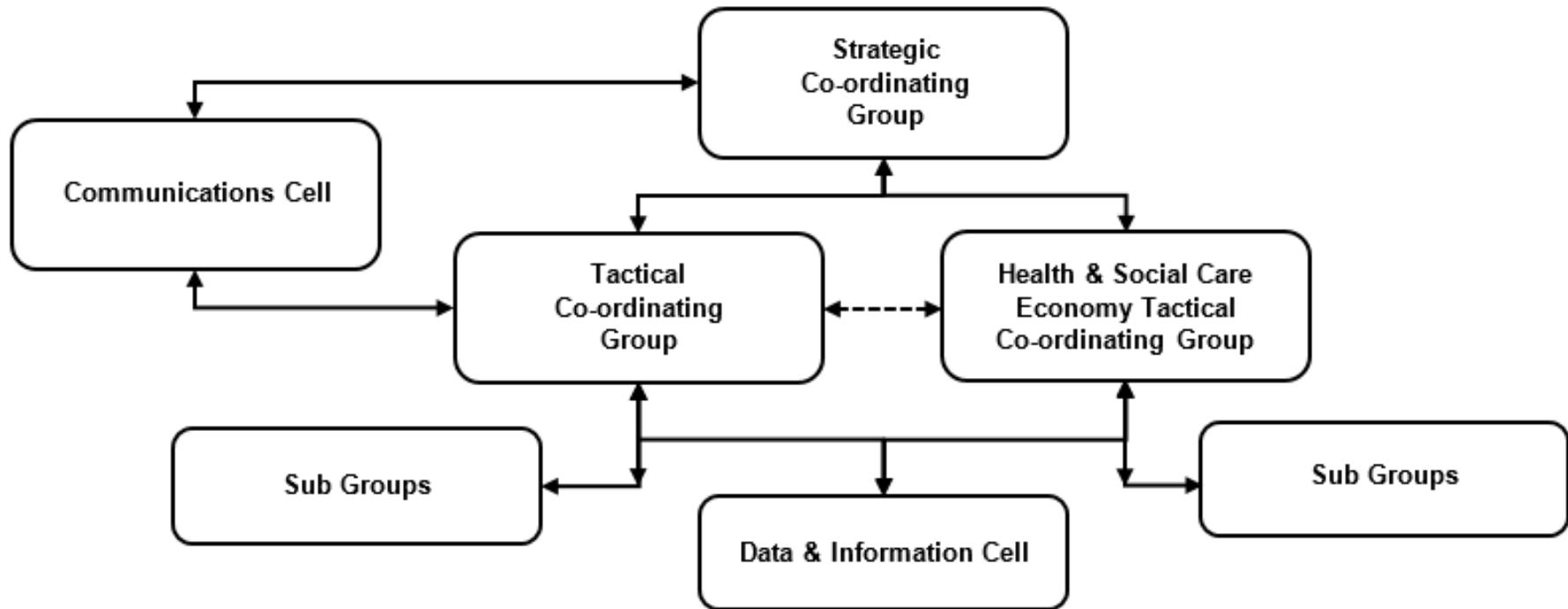
Appendix A

Covid-19 reports already published

Cabinet – May 2020	Update on Covid-19 Urgency Decisions
Cabinet – November 2020	Revenue and Capital Budget Monitoring 2020/21 – Financial and Covid Update Quarter 2
Cabinet – December 2020	Covid 19: Response and Recovery
Cabinet – February 2021	Covid 19: Update Report
Cabinet – May 2021	Covid 19: Update Report
Cabinet – July 2021	Covid 19: Update Report
Cabinet – November 2021	Covid-19: Update Report
Corporate Overview Group – July 2020	The Effect of Covid-19 on Current Performance Levels
Governance Scrutiny Group – July 2020	The Impact of Covid-19 on Risk

Reports relating to businesses and high street recovery have also been considered by the Growth and Development Scrutiny Group but as these are focused outside of the Council they will be included in the next report – The External Impact of Covid-19 on Rushcliffe Borough Council.

LRF Covid -19 Response structure



Appendix C

Key Events Timeline

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
January 2020		The council is in the Recovery phase of the November floods which were declared a national emergency. Recovery Finance and legal group are still sitting	Corporate business continuity plan. 3 year plan cycle is being completed with finalisation of reviews of departmental critical service plans
15 January 2020		Emergency planning Elected members briefing session takes place	
23 January 2020			Flood recovery – Nottinghamshire Flood appeal fund opens for applications- details are sent direct to all affected Rushcliffe residents
29 January 2020		Wuhan Novel Coronavirus daily calls had been instigated by Ministry for Housing, Community and Local Government to Local Resilience Forum Chairs.	Following lessons identified from the November floods, training takes place for an internal rapid response team.
30 January The World Health Organisation (WHO) declare a global health emergency			
31 January 2020			Flood recovery - Letters are sent with details of the newly issued DEFRA property flood resilience grant to all residents who flooded November 2019.
2 February 2020	National situational reports begin from Public Health England (now UK Health	Wuhan Novel Coronavirus situational reports are being issued	

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
	Security agency)		
5 February 2020	Guidance to assist professionals in advising the general public issued by Public Health England		Work to review the Rushcliffe existing corporate Pandemic flu plan update with new national guidance is complete.
11 February The World Health Organisation name the coronavirus as covid 19			
12 February 2020	National campaign information released		Catch it bin in kill it and hand washing posters put up in all RBC offices and buildings/ including leisure centres, to encourage hand hygiene in staff and visitors
13 February 2020		The Local Resilience Forum stands up a Strategic Coordinating group (SCG) for its 1 st Covid-19 meeting	Chief executive attends the SCG
16 February 2020	Storm Dennis affects the UK	Rushcliffe communities are impacted by flooding. A multi-agency tactical coordinating group is stood up for the flooding incident.	Director for Neighbourhoods attends supported by the emergency planning officer. Members of the newly trained rapid response team are deployed to assist residents. 11 communities are affected and over 100 homes are internally flooded. A number of communities are flooded for the second time following the November 2019 floods.
17 February 2020		A multi-agency recovery coordinating group (RCG) chaired by the County Council is set up for Storm Dennis	Director for Finance and Corporate services attends the RCG supported by the emergency planning officer. They also continue to attend the Finance and legal group who are still activated and engaged in

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
		Subgroups – <ul style="list-style-type: none"> • Finance and legal • Humanitarian assistance • Communications 	recovery work from the November floods. Performance and reputation manager attends the communications group. Rushcliffe are represented on the Humanitarian assistance group by the emergency planning officer who is supporting and facilitating the group in their County Council capacity. Rapid response team members deploy to flooded communities.
18 February 2020	Storm Dennis flooding is declared a national emergency	Government releases the Flood Recovery Framework for a 2 nd time <ul style="list-style-type: none"> • Community Recovery Grant • Business Recovery Grant • Council Tax Discount • Business Rates Relief: 	Customer Service centre starts to directly contact the residents known at this stage to have homes internally flooded.
20 February 2020		Flood recovery – Additional emotional support is arranged via the British Red Cross for flood affected communities. Door to door visits by trained listeners in communities impacted twice by flooding to take place Saturday 22nd	
27 February 2020			Senior managers of critical services are asked to review business continuity plans and align them the reasonable worst case scearnrio planning assumptions

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
Week 2 March 2020		5 th Strategic Coordinating Group (SCG) meeting	
11 March The World Health organisation declares a pandemic			
12 March 2020		<p>The Local Resilience Forum stands up a Tactical Coordinating group (TCG)</p> <p>A number of subgroups are requested. The Director for Neighbourhoods agrees to chair the LRF covid -19 Local Authority cell.</p> <p>The Strategic coordinating group is to meet fortnightly, the Tactical coordinating group to meet weekly.</p>	<p>Director for Neighbourhoods attends supported by the emergency planning officer.</p> <p>Further work on Covid 19 local plans is to be suspended (developments are now too fast paced) Existing principles in the corporate pandemic flu plan and Business Continuity plans to be followed.</p> <p>Guidance to staff on home visits is updated. Work is being undertaken on PPE provision</p>
13 March 2020			<p>Elected members update provided on covid-19</p> <p>Weekly internal departmental sit rep reporting to Executive Management Team set up.</p>
16 March Government announcement. Directive to stop all non-essential contact and travel			
16 March 2020		<p>1st LRF Covid-19 Local Authority cell chaired by Director for Neighbourhoods</p> <p>Flood recovery finance and legal subgroup to expand its membership and become covid-19 finance group</p>	<p>Suspension of Council meetings including Scrutiny until July, Cabinet and Planning to be kept under review</p> <p>Closure of remote contact points (Social distancing but also request from library and health colleagues)</p>
15 March 2020			<p>Flood recovery – Letters are sent with details of the newly issued DEFRA property flood resilience grant to all residents whose homes internally flooded Feb 16th.</p>

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
17 March 2020			<p>Executive management team stand up daily meetings.</p> <p>Internal structure devised to work with the emerging LRF structure. An Internal tactical covid management group is set up.</p>
<p>20 March Government announcement: Schools, leisure centres, pubs restaurants and hospitality told to close. Key workers children are given school places Wide-ranging measures to assist businesses and employees through the COVID-19 crisis, including a Coronavirus Job Retention Scheme</p>			
Week 22 – 28 March 2020		<p>LRF Tactical Coordinating group increases meeting frequency to twice a week. Cells and sub groups start to become established. See Appendix D</p>	<p>Daily EMT Covid group meetings continue</p> <p>Closure of Fountain Court contact centre</p> <p>Suspension of car parking fees on a month-by-month basis</p> <p>Consideration of rental payment holidays for tenants who are struggling</p>
29 March – 4 April 2020	<ul style="list-style-type: none"> • Business Rates Discretionary Grant Fund released • Council tax hardship fund released 		<p>30th Council tax hardship fund – allocation of some of £500k of government funding allocated in the Government Budget of 11 March 2020</p> <p>Introduction of temporary process for the determination of planning applications during coronavirus pandemic.</p>
20 April 2020			<p>Decision to furlough a small number of council staff who cannot easily be redeployed and whose roles are based on facilities or event management</p>
May 2020		<p>LRF recovery coordinating group set up. Response and recovery structures run concurrently.</p>	<p>Rushcliffe are represented at the LRF recovery coordinating group and sub groups</p>

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
			Change of service manager chair for the covid management team as the group moves into recovery
15 June 2020	National lockdown measures begin to ease non-essential retail reopens		
4 July 2020	Hairdressers/barbers and hospitality industry reopens		
6 July 2020		Local outbreak control plans have now been published	Rushcliffe are asked to assist with identifying sites suitable for local testing sites and new mobile testing units. Rushcliffe Arena and a site in East leake (with support from the Parish Council) are initially identified
11 July 2020 13 July 2020 25 July 2020 13 August 2020 24 September 2020	<ul style="list-style-type: none"> • Outdoor pools can reopen • Beauty salons (restricted to treatments not involving high risk areas e.g. • Leisure centres, Indoor pools and gyms can reopen • Additional close contact services able to reopen • Rule of 6 introduced and pubs/restaurant closures at 10pm 		
12 October Government announcement :Tier system announced . Nottinghamshire enters tier 2			
14 October 2020		Nottingham and Nottinghamshire enter Tier 2:	

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
		No meeting indoors with people from outside your household (unless in support bubble) including in restaurants/bars	
5 November Government announcement National Lockdown, for four weeks overriding the Tier 3 measures			
2 December 2020	Country comes out of lockdown. Personal care services closed <ul style="list-style-type: none"> • All hospitality venues to close except for takeaway (including alcohol) • Non-essential retail remains open • No meeting indoors or outdoors (in private garden or public venue e.g. pub) with people from outside your household (unless in your support bubble) • Can meet with groups of six in outdoor public places • Leisure and sporting facilities e.g. gyms can reopen 	Nottinghamshire goes into tier 3	
19 December Government announcement Christmas lock down. New variant of concern.			
			High Street Ambassadors are on patrol over the New Year period
Midnight 30 December Government announcement Country goes into Tier 4			
	Non-essential retail must close		RBC contacted Parkwood and Mitie to ensure they

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
	<ul style="list-style-type: none"> • Leisure and sporting facilities e.g. gyms must close. • Can only meet one other member of a different household in an outdoor public space. 		<p>had the arrangements in place for closing the centres and were informing customers;</p> <ul style="list-style-type: none"> • Made arrangements with the Bingham Market Manager to switch the market (due to take place on 31 December 2020) to essential stall holders only; • Updated the High Street Ambassadors who were on patrol over the New Year period about the new restrictions and ensured their patrols were targeted to the right places in light of the new restrictions; and • Communications messages to residents about the new restrictions in place
Midnight 4 January Government announcement Country placed into national Lockdown. Stay at home messages issued			
January 2021			Gamston Community Centre opens as a Vaccination Centre, initially on a five month lease.
January 4 2021	<p>In addition to restrictions already in place</p> <ul style="list-style-type: none"> • All schools close. • Hospitality venues – except for takeaway of food and non-alcoholic drinks only (alcohol can only be provided as part of a delivery) 		
January 18, 2021	Storm Christoph	<p>Following an Environment agency flood advisory multi agency call the Local resilience forum stands up a tactical coordinating group for storm Christoph.</p> <p>TCG meets daily all this week including into the</p>	Service manager for Neighbourhoods attends supported by the emergency planning officer. This provides resilience for the Director for Neighbourhoods to continue attending covid-19

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
		weekend	TCG's. Flood response and covid-19 work run concurrently.
22 February 2021 Government announcement Covid -19 road map			
8 March 2021	Schools reopened (for some this was a phased reopening). • Able to meet up with one person from another household for recreation and exercise.		
29 March 2021	Outdoor gatherings (including in private gardens) in groups of six or two households is permitted. • Outdoor sports such as golf, tennis and basketball courts can reopen, and people will be able to take part in formally organised outdoor sport. • Stay at home rule ends but people encouraged to continue to work from home where possible.		
31 May 2021			Lease on Gamston Community Centre use as a Vaccination Centre extended to October 2021
21 June 2021	Step 4 of the road map delayed until 19 th July Weddings and wakes can now go ahead with more than 30 guests provided social distancing remains in		

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions
	place. • Continue to pilot events such as Euro2020 and some theatrical performances.		
July 19 2021	The final step on the Government's road map takes place. The ceasing of all mandatory restrictions takes place		The local testing site located at Rushcliffe Arena was now removed. Its use had declined considerably. A mobile testing site unit would visit Cotgrave each Wednesday and Saturday and Bingham every Tuesday and Friday.
26 th August 2021		The LRF strategic coordinating group stands down in a move to recovery. The tactical coordinating group continues to meet weekly.	
September 2021			Smarter ways of working document in place. Staff return to the office
18 October 2021			Gamston vaccination centre closes and the venue handed back to RBC A mobile testing site continues to visit Cotgrave each Wednesday and Saturday and Bingham every Tuesday and Friday.
8 December 2021 Government announcement Work from home if you can.			
			Rushcliffe asked to support the identification of sites to enable the booster service to rapidly increase its capacity. The Arena is identified, and staff work with NHS colleagues
20 December 2021		The LRF stands up Strategic coordinating group	Chief executive attends the SCG

Key timeline affecting Rushcliffe Borough Council			
Key date	National Timeline	Emergency planning and multi-agency work	RBC Internal actions /decisions

RBC Response structure correlating to the LRF response structure

