

CABINET	AGENDA ITEM No. 4
13 July 2020	LATE REPORT

Report of:	Chief Executive and Joint Management Team	
Cabinet Member(s) responsible:	Councillor John Holdich, Leader of the Council and Deputy Mayor of Cambridgeshire and Peterborough Combined Authority	
Contact Officer(s):	Amanda Askham, Director of Business Improvement and Development	Tel. 07919 166328

PETERBOROUGH CITY COUNCIL'S RESPONSE TO COVID-19

R E C O M M E N D A T I O N S	
FROM: Amanda Askham, Director of Business Improvement and Development	Deadline date: N/A
<p>It is recommended that Cabinet</p> <p>1) Note and comment on the progress made to date in responding to the impact of the Coronavirus.</p>	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following a referral from the Joint Management Team.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to update on:

- the Council's response to the current Coronavirus pandemic;
- the progress made on assessing financial, service and community impact; and
- the Council's initial approach to recovery.

2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.1, 'To take collective responsibility for the delivery of all strategic Executive functions within the Council's Major Policy and Budget Framework and lead the Council's overall improvement programmes to deliver excellent services.'

3. TIMESCALES

3.1	Is this a Major Policy Item/Statutory Plan?	NO
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4. BACKGROUND AND PUBLIC HEALTH CONTEXT

4.1 This report provides an update on the Council's ongoing response to the coronavirus pandemic, our work with partners and communities to protect the most vulnerable and our developing work to help Peterborough to recover from this unprecedented emergency.

4.2 As at 6th July, Peterborough's cumulative COVID-19 infection rate is 629.2 per 100,000 resident population and there have been 1,265 cases. Peterborough's rate is numerically higher than the national and regional rates, now that both pillar 1 and pillar 2 test result are included. We investigated the higher rates with Public Health England in June showing that the overall trend of cases of coronavirus in Peterborough is downwards, and the numbers of cases per week is **not** increasing.

4.3 The latest data shows that between 27th March to 19th June 2020, 96 deaths occurred related to COVID-19 in Peterborough residents, with 69% occurring in hospital and 26% occurring in care homes. All cause and COVID-19 death rates have declined in Peterborough since the local peak of the Coronavirus pandemic and all cause deaths are now at a level below the usual average. It is worthwhile to note that, for the March-May period, death rates that account for the age structure of underlying resident populations, indicate that COVID-19 related deaths are statistically significantly lower than the national average in Peterborough.

5. TEST AND TRACE

5.1 The Local Outbreak Control Plan (LOCP) covers the following seven workstreams:

- Surveillance - daily review of local Covid-19 epidemiology and trends, using national, regional and local sources of data
- Testing arrangements and capacity
- Outbreak management plans for complex settings (including care homes, schools, healthcare settings, workplaces, vulnerable groups)
- Additional support for more vulnerable people advised to self-isolate as cases or close contacts under 'test and trace' and local community response plans
- Identifying the new workforce required, including for local contact tracing, and the training requirements for existing staff or volunteers. The District/City Council Environmental Health Officer workforce and support staff will form an important part of this plan, and we are working closely with them
- Communications
- Governance - including the officer led multi-agency Health Protection Board and Member led Local Outbreak Engagement Board.

5.2 The draft LOCP was discussed at a special meeting of the Cambridgeshire & Peterborough Health and Wellbeing Boards (HWB) Whole System Joint Sub-Committee on 29th June. The HWB Board members emphasised the contribution that local community groups and volunteers had already made to the COVID-19 response over past months, and the importance of their involvement in delivering the LOCP, together with a wider range of Councillors and community champions.

Following final amendments to the LOCP in response to HWB Board comments, the LOCP was published on the Peterborough City Council website on 30th June, in line with national requirements. <https://www.peterborough.gov.uk/healthcare/public-health/coronavirus/coronavirus-covid-19-test-and-trace#local-outbreak-control-plan-7-0>

5.3 The focus is now on LOCP implementation. The Surveillance Group and the Outbreak Management Team described in the LOCP are now meeting daily to deliver the functions described in the LOCP, with on-call arrangements for week-ends. This activity is overseen by the multi-agency Health Protection Board which meets weekly. A detailed action plan, to put further capacity and infrastructure in place in line with the LOCP, will be overseen by the Programme Delivery Group. The first public meeting of the Member- led Local Outbreak Engagement Board will take place on Friday 10th July.

5.4 On Thursday 2nd July, Public Health England changed the way it presented its daily data release, to include 'Pillar 2' testing data as well as 'Pillar 1' testing data. Pillar 1 is testing in local laboratories - mainly for hospital patients and care home residents, and only Pillar 1 test results were reported on the national COVID-19 dashboard before July 2nd. Pillar 2 testing is processed in national laboratories and is mainly tests booked by individuals in the community - such as the tests available at the drive through site in Peterborough Showground, the postal tests made available through the national Test and Trace website, and whole care home testing of staff and residents. This meant that all local authorities nationally showed a steep change on the national PHE COVID-19 dashboard, with an increase in their total number of confirmed cases due to including both current and historical pillar 2 results. In Peterborough this change was particularly marked, as it has had a higher than average rate of confirmed Pillar 2 cases. Proactive communications work was carried out with briefings for partners, local media, and all Councillors to ensure that there was good understanding of this change to data reporting. The overall trends for in both Cambridgeshire and Peterborough at this point are that numbers of confirmed cases and deaths continue to reduce. This data are reported publically on the Covid-19 daily dashboard at <https://coronavirus.data.gov.uk/>.

5.5 Information about Pillar 1 and Pillar 2 cases in Peterborough was investigated further by the local Surveillance Cell, through analysis of recently supplied anonymised post-code data. Proactive public health messaging had already been increased in Peterborough, and this more detailed information allowed further targeting of prevention activity through the community rapid response team, led by the Communities and Safety Directorate. With the relaxing of the lockdown measures and places such as pubs and restaurants being able to open, efforts were focused on general prevention messages for all communities across Cambridgeshire and Peterborough and targeted engagement with communities in the city centre, Millfield and New England areas in Peterborough to support communities with advice around social distancing and measures they could take to keep themselves and their friends and family safe.

6. PETERBOROUGH HUB

- 6.1
- A factsheet with key information for residents who are struggling with debt management / budgeting is being developed and will be published shortly.
 - The Hub's bank of volunteers are continuing to support local communities and will be assisting the co-ordination group to support the reopening of pubs and restaurants from 4 July.
 - The Peterborough Place Co-ordinator has been working with Kingsgate on the development of processes for their 'Love your neighbour' project, aimed at supporting those who are identified by the NHS Test and Trace service, and those who have been shielded and now de-registered.
 - The Hub has been working with the DEFRA programme and have successfully secured approx. 1,500 supermarket delivery slots for vulnerable people (such as those shielding or self-isolating) who are unable to visit supermarkets.
 - A task and finish group has been established to look at volunteering programmes to support residents of all ages who are out of work, to feel valued and provide advice to find employment.

7. SHIELDED PROGRAMME

7.1 As of 30th June 5,749 Peterborough residents are on the shielding list. The Government has announced that they will be pausing the shielding programme from 1st August. The Government's advice for people who are shielding is to adopt strict social distancing rather than full shielding measures, which means they may wish to go out to more places and see more people. In practice this means that:

- anyone shielding can go to work if they cannot work from home, as long as the business is COVID-safe;
- children who are clinically extremely vulnerable can return to their education settings if they are eligible; and
- anyone shielding can go outside to buy food, go to places of worship and for exercise.

7.2 There will also be a gradual relaxing of the advice from 6th July, as follows:

- they can, if they wish, meet in a group of up to six people outdoors whilst maintaining strict social distancing
- they no longer need to observe social distancing with other members of their household
- those who live alone or have dependent children can form a support bubble with one other household

Despite this however, anyone shielding is still at risk of severe illness if they catch coronavirus, so the national advice is to stay at home where possible and, if they do go out, to follow strict social distancing guidance.

We know that the pausing of the shielding programme will be met with excitement and anxiety. There will be many people who will need help and support to transition out of shielding and to move towards a new way of life, which of course will still include social distancing. For those people, the Countywide Hub will be there to provide that support. In addition, NHS volunteer responders will continue to offer support after the 31st July to those who need it, including collecting and delivering food and medicines.

7.3 The network of district and city hubs will continue to provide support for all others who don't have help and assistance from friends, family or neighbours. This will be particularly important as part of NHS Test and Trace, to support people who may need help when isolating as a result of having symptoms of coronavirus or because they have been in close contact with someone who is a confirmed case. In addition, we will be keeping a record of people who are extremely clinically vulnerable in case the R rate starts to increase and there is a need for people to shield once again.

7.4 We now have an ability to send automatic emails and texts to people on the shielding list that don't require regular phone calls, but are still provided with general information and advice. This ensures the team are able to focus on supporting those that need it, whilst also ensuring that we are in regular contact with others in case their circumstances change.

7.5 A process has been agreed with the Clinical Commissioning Group (CCG) for how we manage when someone is being removed from the shielding list. The County Coordination Team are now able to verify with GPs any removal from the shielding list which ensures we're able to make sure the appropriate support is in place. There have been many examples this week whereby GPs have confirmed very quickly and as a result appropriate support is put in place without delay.

8. THINK COMMUNITIES

8.1 Work is underway to re-focus and re-energise our system-wide work on the Think Communities approach, the aim being to ensure a unified response to meet the needs of our residents, whilst managing future demand for specialist services; taking learning from the way we have worked together as a system during the pandemic. An internal 'road map' has been produced to ensure there is pace and focus to the work, taking us up to the end of March 2021 in the first instance, and there will be extensive engagement in the next few weeks with our partners across the wider system.

9. VIVACITY

9.1 Vivacity, Peterborough's culture and leisure trust, has announced that they are ending their contract with the council due to the impacts of the pandemic on their business. There is a 90-day transition period which will be used to review services and to make decisions about the ways in which they will be delivered in the future.

10. CHILDRENS EDUCATION

10.1 We have seen the number of pupils attending school rise from 17,603 on the 11th June to 25,947 on the 30th June across Cambridgeshire and Peterborough. Following government announcements, the Local Authority's (LA) advice to schools is to follow their existing plans and risk assessments until further guidance is received. Many of our schools have gone to extraordinary efforts to open and have filled all capacity they have – the main challenge to further opening is the availability of staff. This has led to challenges with more key worker staff

wishing to return. A weekly report is provided to schools on the local public health data to help inform schools of the position around COVID-19. The test and trace process continues to operate well. We have seen higher rates of suspected symptoms in line with increasing pupil numbers but very low reported cases of COVID-19 in either staff or pupils. The operation of bubbles and the detailed risk planning undertaken by schools have been effective.

10.2 Early Years numbers continue to fill with children. The position on the 2nd July within early years provision can be seen below –

	Childminders		Early Years Settings		Overall Children (11 th June position in brackets)
	Number	% Open	Number	% Open	
CCC	350	59%	270	77%	4,588 (2,231)
PCC	96	61%	91	85%	2,748 (1,847)

10.3 On the 2nd of July the Department for Education (DfE) announced the process for full education opening in September along with detailed guidance. The guidance covered [Early Years](#), [Schools](#), [Further Education](#) and [Special Schools](#).

The schools guidance outlines the key focus should be on control system to ensure the safety of children and staff. These systems include:

- minimise contact with individuals who are unwell by ensuring that those who have COVID-19 symptoms, or who have someone in their household who does, do not attend school
- clean hands thoroughly more often than usual
- ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach
- introduce enhanced cleaning
- minimise contact between individuals and maintain social distancing wherever possible including the operation of bubbles in schools (class or year group depending on sector).
- wear appropriate personal protective equipment (PPE) where necessary
- engage with the NHS Test and Trace process
- manage confirmed cases of coronavirus (COVID-19) amongst the school community
- contain any outbreak by following local health protection team advice

10.4 School transport is going to be a challenge as LA delivered transport should try and maintain the bubble arrangements in schools. The guidance advises that the use of public transport by pupils, particularly in peak times, should be kept to an absolute minimum. Further guidance is due to be issued to Local Authorities shortly and we hope for more details on funding to support additional transport.

10.5 Attendance will be compulsory from September. This includes the parents’ duty to secure that their child attends regularly at school. Schools retain the responsibilities to record attendance and follow up absence. They will be able to use their ability to issue sanctions, including fixed penalty notices in line with local authorities’ codes of conduct. Where children cannot attend due to health issues, schools will be expected to offer these pupils access to remote education.

10.6 The government have announced a £1bn fund for pupil catch up. £650m of this funding will be allocated to schools directly. The remaining £350m will be focused on the new National Tutoring Programme (NTP). The NTP will be targeted to reach disadvantaged pupils eligible for the pupil premium. However, teachers and school leaders will be able to exercise their professional judgement to determine if tutoring is the right support for each pupil.

11. CHILDRENS SERVICES

11.1 In light of the changing position around COVID-19 and the easing of lock down, we have developed proposals about how some services might begin to re-open or change delivery models. This has included:

- Looking at how we can safely enable more direct face-to-face contact between children in care and their parents;

- How we can start to hold hybrid meetings in respect of family and youth courts; child protection conferences; public law outline meetings; and some child in need (CIN) meetings;
- Thinking about how we can ensure social distancing as some community services, such as child and family centres, begin to open in the coming months;
- Thinking about how we support more of our staff begin to return and support those who remain in higher risk categories;
- How we ensure that service users are able to access buildings safely as needed.

11.2 Young people who are at risk of/ involved with child exploitation are unlikely to actively engage in the test and trace process. Local multi agency process has been developed and they is agreement to try and engage the young people. This is now in the process of being implemented.

12. ADULTS SOCIAL CARE – TEST AND TRACE

12.1 The full impact of Test and Trace for independent social care providers is not yet fully known. The Council and the CCG are working closely with social care providers to support them to embed effective infection and prevention control (Infection Prevention Fund (IPC)), including minimising workforce movement and effective social distancing measures for staff.

Additional funding from the IPC has provided some financial assistance to providers to manage additional workforce related IPC costs.

13. INFECTION CONTROL FUND

13.1 On 14th May 2020, the Government announced £600m of one-off funding to support infection control across adult social care providers. The primary purpose of this fund is to support adult social care providers, including those with whom the local authority does not have a contract, to reduce the rate of COVID-19 transmission in and between care homes and support wider workforce resilience.

13.2 75% of the funding is being passed to care homes (residential and nursing providers). Each care home should receive an amount per CQC registered bed. 25% of the funding was to be allocated by the local authority to care homes or domiciliary care providers and to support wider workforce resilience. Following engagement with providers we are planning to use this funding to support the wider domiciliary care market, including supported living and extra care providers.

13.3 The first instalment of payments to providers of the 75% element of the infection control fund commenced processing this week. In line with the national guidance, the 25% element has been established as an assistance fund for wider domiciliary care provision, which can be applied for on a case by case basis.

14. CARE HOMES

14.1 Currently, care home outbreaks have decreased significantly across Peterborough and Cambridgeshire. This is testament to improved infection prevention and control.

14.2 We are working with system partners to understand the demands on the care home market and continue to jointly commission services to meet demand. This includes understanding the impact as the NHS starts to return to business as usual, alongside a potential second wave surge and winter pressures.

14.3 The approach to the longer-term sustainability of the market is fundamental. There is a focus on ensuring longer-term financial commitments with providers. This is happening alongside developing more sustainable and innovative models of delivery which maximise independence, e.g. extra care plus and care suites. A local understanding of the long-term impact of COVID-19 on demand and need for services is fundamental to inform commissioned capacity.

14.4 Care Home Support Action Plan ([Link to plan](#))

- Our local plan builds on the strong partnership foundations we already have in place across our health and care system. The local response to the pandemic and our current plans

incorporate the enhanced understanding provided through local data, feedback, demand and support needs we have identified because of COVID-19.

- To ensure effective implementation of the plan, a detailed action plan has been developed. Delivery and progress of this is overseen by the multi-disciplinary out of hospital cell, which meets on a weekly basis and has senior representation from the local authority, CCG, Cambridgeshire and Peterborough NHS Foundation Trust and Public Health.
- We continue to work collaboratively with the system and provider market through the establishment of a multi-agency governance structure to manage our local response to COVID-19. All partners work extremely closely together to ensure we are maximising the capacity in the system and sharing intelligence. This is to ensure early identification of issues or support needs including COVID-19 outbreaks and infections in care settings and in the community.
- We have a good relationship with local providers and liaise with them frequently to identify any issues at the earliest opportunity; including via regular online and telephone based forums, coordinated communication channels and a regular social care presence in care homes working alongside and supporting them.
- Continued collaboration with providers is central to the development and delivery of our local plan, including ensuring that where the Local Authority has discretion about use of infection control funding, that we consult providers to understand what will achieve the greatest benefit in terms of infection control.
- The action plan is being monitored and overseen by the weekly multi-disciplinary Out of Hospital Cell meeting.

15. DELAYED TRANSFER OF CARE

15.1 National reporting on delayed transfers of care (DTOCS) continues to be suspended, as of April 2020. As NHS services start to resume, there will be increasing pressure on hospitals and on all partners to ensure timely discharge in line with guidelines about COVID positive discharges. Avoiding and preventing hospital admission unless necessary continues to be very important.

15.2 As a health and social care system we continue to follow guidance that anyone being discharged from hospital into a care home has had a COVID test, the results are known and a care plan is in place. Discussions with the CCG about the need for step down facility for any patients who cannot be safely isolated within their care home is progressing.

16. BEREAVEMENT SERVICE

16.1 After a very busy three months, the number of funerals taking place at Peterborough crematorium or at one of our cemeteries has stabilised and returned to 'normal' levels. The table below demonstrates the increased demand seen during Q1 of 2020.

Cremations	April	May	June
Average last 4 years	186	183	182
2020	240	226	190
Burials			
Average last 4 years	17	19	19
2020	30	22	13

16.2 From 4th July 2020 the number of close relatives able to attend funerals at the crematorium will increase to 20. This is possible following a further risk assessment and due to the size of the Chapel. The same number of close relative mourners will also be able to attend funerals at our cemeteries. Social distancing should continue to be observed. From this date families will also be able to choose to book a one hour service at the crematorium rather than the standard service of 30 minutes. (When demand was very high only the 30 minute option was available).

16.3 The Council will continue to offer the option to bereaved families for services to viewed online from the webcam in the Chapel to ensure those unable to attend can see the service in real time or shortly afterwards.

- 16.4 As home working has not been an option for the bereavement service, every member of the team has remained at work throughout the pandemic.
- 17. REGISTRATION SERVICE (REGISTER OFFICE)**
- 17.1 Death registrations have continued to be taken throughout the crisis with legislation allowing the registration to be undertaken over the telephone and death certificates issued by post with electronic notifications to funeral directors and the bereavement service to allow funerals to take place in a timely manner.
- 17.2 Although steps have been taken to ensure new parents can claim benefits (e.g. child benefit) birth registrations have not been possible until recently since late March. During this period a backlog of birth registrations has built up and this currently stands at 1,260. Safety screens have been installed in the offices and work has started last week on clearing the backlog with appointments able to once again be made on line or via the call centre to register births.
- 17.3 From 4th July notices of marriage and civil partnerships can once again be taken. Weddings and Civil Partnerships can also be held. The focus at the Register Office will initially be on those ceremonies that were postponed and notices that have to be retaken. Although guidance states that up to 30 may attend ceremonies, the maximum number who will be able to attend a ceremony at the Register office will be six guests plus the couple to ensure social distancing and the safety of attendees and staff.
- 17.4 The majority of the registration team have been able to work from home although a small team have continued to work from the Register Office to ensure certificates can be issued and a number of other administrative tasks. The office remains closed to the public except by appointment.
- 18. WASTE**
- 18.1 The Fengate Household Recycling Centre (HRC) has been and continues to be busy, however as social distancing is being maintained there is reduced capacity at a time when demand appears to be rising. The public using the site are working well with requests from staff and traffic management, albeit with some challenges at peak times when access is closed temporarily to allow the site to continue to operate safely. Traffic management is now under the control of site operator FCC after the scheme was established with the assistance of specialists under the Skanska highways framework contract.
- 18.2 The pre-booking system for vans and trailers has been introduced and continues to function well, little advance booking appears to be made with mostly only the next day booked and few bookings more than 3 or so days ahead of the relevant day. Residual (Black Bin) waste continues to remain above average from kerbside collections, as does the residual waste from the Fengate HRC, although within the capacity of existing arrangements there will arise a budgetary pressure if this continues for the rest of the year. The cessation, and continued absence, of the kerbside garden waste scheme is in part contributing to a drop in recycling performance however, this is inevitable as the service required suspension in support of core refuse collections throughout the main growing season of the year.
- 19. ARAGON DIRECT SERVICES**
- 19.1 Aragon Direct Services had staff related issues in the waste team due to COVID-19 related absence including shielding. This resulted in a week's garden waste being suspended and as a result, all garden waste collections were moved forwards by one week. With current high tonnages and staffing issues, it is not yet possible to bring back the fortnightly collection at present. It is being kept under close review and charges will not recommence until the normal service resumes. Additional cleaning is being carried out in the city centre to support the reopening and three sanitiser stations have been installed for public use. The troughs in Cowgate have been planted and hanging baskets should be arriving for selective areas of the city centre in the coming weeks. We are currently working with Public Health on how we can safely open play areas and which play areas can be opened - this will be a gradual process over the coming months. The BMX track is now open and functioning.

20. HIGHWAYS AND TRANSPORT

- 20.1 Peterborough Highway Services, with our partners Skanska, have continued to deliver key services throughout this pandemic and is now operating to as near as business as usual as can be with the social distancing restrictions in place. All contractual service delivery KPI's have been met and in the last week alone, 163 works orders for a variety of work types completed. The service has also made use of the quieter road network to deliver more works at this time where appropriate. Major schemes including the finishing works to Junction 18 off the A15/A47 (Rhubarb Bridge) is progressing well and should be completed shortly.
- 20.2 In terms of the Active Travel work, the Department for Transport (DfT) have reviewed the tranche one schemes and have awarded extra funding to the Cambridgeshire and Peterborough Combined Authority area (£642k compared to an indicative allocation of £575k). Two schemes are already in place, widening footpaths on Lower Broadway and Cattle Market and the Crescent Bridge cycle lane was installed on Thursday 2nd July. A letter has been hand delivered to Cowgate Traders including King Street and Cross Street on Monday 29th June to explain the rationale for the scheme in that area. 'School Streets' are areas around schools that schools can apply to be traffic free for certain times of the day to improve safety and encourage children to walk/cycle to school. Seven schools have expressed an interest these scheme - Longthorpe, Ravensthorpe, Brewster Avenue, St Thomas More, Nene Valley, Lime Academy, West Town. St John Fisher may also be interested. Work is already underway to get a city wide Temporary Traffic Regulation Order in Parnwell, Peakirk cum Glinton.

21. HOUSING

- 21.1 The team have been working successfully to resettle rest centre residents and have now found new settled places for over 80 households. There are now 48 households remaining at the Park Inn, the only remaining rest centre in use. The intention is for this centre to no longer be required by the end of the Summer. There are around 17 rough sleepers still identified as being out on the streets. Our intention is to try and bring as many of them in as possible to help resettle them as well.

22. CITY CENTRE REOPENING

- 22.1 Non-essential retail opened successfully on the 15th June. Google Community Mobility Reports for the period indicate a cautious return to the city by shopper, in line with our expectations and our plan for the city. Visits to the City were down -55% in the week ending 14th June but were only down -45% for the week ending 27th June (compared to the pre-lockdown baseline period). This data was supported by anecdotal comments from retailers that they had a successful re-opening. For example, Parrotts Fish Bar reported their best day's trade for a long time.
- 22.2 The Peterborough Economic Recovery Programme team worked with businesses to ensure pubs, clubs, restaurants and hairdressers were supported in the lead-up to re-opening on the 4th July. For example a potential "pinch point" was identified on Broadway where queues for retailers could conflate with the Royce Pub. Highways team were contacted acted swiftly to erect a temporary barrier. We also provided translated social distance signage on Lincoln Road shopping, to act upon feedback from Leicester that poor understanding may have contributed to the flare up earlier in the week. Initial feedback from PCC staff and local businesses is that there were no major issues following the re-opening of hospitality venues on Saturday 4th July.

23. RECOVERY FRAMEWORK

- 23.1 Our recovery work across Peterborough and Cambridgeshire is underway with all Directorates completing and returning response, recovery and redesign templates for coordination through the Joint Strategic Recovery Board.
- 23.2 The first Recovery Board met on 10th June and looked at the Care Home Resilience and Recovery Strategy. The next board on 14th July with a 'deep dive' into Think Communities, Adults Resilience and Recovery as well as understanding how the behaviour change of staff and citizens will help us to design how the we will work and use our assets more effectively as

restrictions continue to be eased. Forward agenda items include economic and environmental recovery and redesign.

- 23.3 A cross council group is coordinating 'return to workplace' activity to ensure that teams continue to be supported to work safely and effectively. Requests are being reviewed for those services who wish to return to office space, or reopen premises. Work is ongoing to develop appropriate policies and procedures to manage safe returns in line with central guidance.

24. WORKFORCE

- 24.1 As of end June, in PCC we had one person self-isolating and one confirmed as tested positive for Covid-19. In CCC the number of people that are self-isolating is 74 with 29 tested positive for COVID.
- 24.2 Throughout the COVID period weekly briefing meetings have been in operation with the three recognised trade unions across Cambridgeshire and Peterborough. These meetings have provided an opportunity for engaging trade union colleagues on all aspects of the Council's response to the COVID crisis that have a people related connection, including key matters such as the risk assessment process for buildings and individuals and also the guidance for staff on returning to work.
- 24.3 At the start of the pandemic 370 staff from departments across CCC and PCC that were not operating full business as usual services were deployed into the Community Hub to help with the emergency response. 230 of those people are still supporting that activity for some of their time and a proportion are continuing to do so full time where they are in a vulnerable category and not able to carry out their usual work from home.
- 24.4 A Staff Survey was issued on 21st May focussed on questions around the experience of working during the COVID pandemic, with some key themes around support and wellbeing, communication, working from home, and how people felt about returning to the workplace.
- 2,378 completed questionnaires (1717 for CCC and 661 for PCC) with over 11,000 free text answers including useful suggestions and feedback.
 - The responses demonstrated a good level of confidence in the leadership team throughout the COVID-19 pandemic.
 - There was an overwhelmingly positive response to home working for at least some of the time, and having the opportunity to work in a more flexible way.
 - Some concerns were raised regarding returning to workplace including factors such as the proximity of desks; hot desking; colleagues being respectful of social distancing requirements.
 - An action plan was agreed by JMT and published on 18th June, taking into account the key themes noted from the survey and this will be updated regularly and monitored by JMT.
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- 24.5 Hints and tips on a variety of wellbeing subjects have been included in every staff bulletin, initially daily and now three times per week. These cover topics ranging from how to set up a workstation at home to where to find support for financial matters, and dealing with anxiety. The Council's Health and Wellbeing Portal has been updated and now hosts all of this information in one place for ease of access: <https://cccandpcc.sharepoint.com/sites/CCCStaffHealthWellbeing>
- 24.6 Online mental health training is being rolled out which is being delivered by an external provider and is open to all staff. It is based on a two hour webinar session that has been really well received by all those who have taken part so far. Five sessions per month are being rolled out and these have been well attended so far. Two sessions will be designed to be specifically delivered for Members in the autumn.
- 24.7 The Health & Safety and Property teams have worked together to carry out Risk Assessments of the current building portfolio with particular priority being occupied premises. In addition to this an individual risk assessment process has been established to support members of staff who fall into one of the vulnerable or higher risk categories including BAME groups.

- 24.8 A brief E-Learning module is currently being developed ready for roll out in the next couple of weeks to cover important aspects of health and safety for those currently working in the council offices or likely to be returning to work over the coming weeks and months. This will set out clearly what the expectations are for people around their safety and that of others and also seek to address any anxieties that people may have by showing pictures of what the workplace will look like.
- 24.9 An E Learning package addressing remote working and managing remote teams has been rolled out to guide people through the different tools and skills required to manage in such a different way.

25. RISK MANAGEMENT

Given the significant impact of COVID-19 on both the Council's immediate operations and its longer term achievement of strategic objectives, a COVID-19 risk log has been developed. This is split into three sections:

- A short-term risk log for the internal-management of the Council's response to COVID19.
- A longer-term risk log for the strategic-management of the delivery of the Council's objectives arising from the current event.
- A review of major projects to identify which are critical to the Council, with a risk management action plan against each of these projects.

Risks are monitored weekly and reported into the Joint Management Team at least fortnightly.

26 ALIGNMENT WITH CORPORATE PRIORITIES

The current Coronavirus pandemic will have both an immediate and a longer term effect on all of the Council's priorities. The impacts will be monitored and managed through our risk logs and recovery plans and will feed into the annual review of Council strategy.

27 CONSULTATION

No consultations were undertaken or required for this report.

28 ANTICIPATED OUTCOMES OR IMPACT

By being kept up to date with the latest situation the Cabinet will continue to make appropriate decisions as and when necessary.

29 REASON FOR THE RECOMMENDATION

To keep Cabinet up to date on the latest situation in relation to Covid-19 and the action taken by the Council in response to the emergency.

30 ALTERNATIVE OPTIONS CONSIDERED

If Cabinet were not updated in a formal meeting this would mean that information would not be available to the public and that Cabinet Members would not be able to question officers or debate relevant matters in relation to the Councils COVID-19 response in a transparent manner.

31 IMPLICATIONS

Financial Implications

- 31.1 For Financial impact analysis, please see the 13th July 2020 Finance Cabinet Report.

Legal Implications

- 31.2 Information report, therefore not relevant.

Equalities Implications

- 31.3 Information report, therefore not relevant.

Carbon Impact Assessment

- 31.4 Information report, therefore not relevant.

32 BACKGROUND DOCUMENTS

Service highlight reports for all Directorates are sent to Members and can be found at this [link](#).

33 APPENDICES

None