

**Executive Board – 16<sup>th</sup> June 2020**

<b>Subject:</b>	COVID-19: Nottingham City Council Response
<b>Corporate Director(s)/Director(s):</b>	Candida Brudenell Corporate Director of Strategy and Resources
<b>Portfolio Holder(s):</b>	Councillor Sally Longford, Portfolio Holder for Energy, Environment & Democratic Services
<b>Report author and contact details:</b>	Paul Millward, Head of Resilience, <a href="mailto:Paul.millward@nottinghamcity.gov.uk">Paul.millward@nottinghamcity.gov.uk</a> 0115 8762980
<b>Subject to call-in:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Key Decision:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Criteria for Key Decision:</b>	
(a)	<input type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision
<b>and/or</b>	
(b)	Significant impact on communities living or working in two or more wards in the City <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Type of expenditure:</b>	<input type="checkbox"/> Revenue <input type="checkbox"/> Capital
<b>Total value of the decision:</b>	£0
<b>Wards affected:</b>	All
<b>Date of consultation with Portfolio Holder(s):</b>	Ongoing
<b>Relevant Council Plan Key Theme:</b>	
Nottingham People	<input checked="" type="checkbox"/>
Living in Nottingham	<input type="checkbox"/>
Growing Nottingham	<input checked="" type="checkbox"/>
Respect for Nottingham	<input checked="" type="checkbox"/>
Serving Nottingham Better	<input checked="" type="checkbox"/>
<b>Summary of issues</b>	
	COVID-19 represents a significant and ongoing impact on the lives of our citizens, the economy of the city and the work of the City Council.
	This paper looks to update Executive Board on the impacts of COVID-19 and the urgent response of the Council to the pandemic. It outlines the key activity from Council functions and highlights challenges that have been faced. It notes how the council, its staff, partners, the voluntary sector and volunteers have used existing and new structures to deliver services in difficult circumstances and at pace, and how the response to this crisis has shown the resilience and commitment of council colleagues to citizens.
<b>Exempt information:</b>	None
<b>Recommendation(s):</b>	
<b>1</b>	To note and comment on the ongoing impacts of COVID-19.
<b>2</b>	To comment on the actions undertaken by Nottingham City Council in response to the pandemic and considers whether there are further actions required in relation to the issues summarised in this report.
<b>3</b>	To note that a separate report will be forthcoming in due course on the finances of the City Council and the action the Council will need to take to balance the budget.

## **1 Reasons for recommendations**

- 1.1 This report updates Executive Board on the Council's immediate and urgent response to COVID-19.
- 1.2 The nature and scale of the pandemic has required the Council to reallocate vital resource at pace to meet the needs of vulnerable residents and struggling businesses.
- 1.3 The Council has also monitored and engaged with the Government's rapid and ongoing development of policy and guidance in this area in order to respond to our statutory duties during this emergency.
- 1.4 A separate report will be forthcoming on the finances of the City Council, the financial impact that the COVID-19 response has had and the action the Council will need to take to balance the budget.

## **2 Background**

- 2.1 The World Health Organisation (WHO) declared COVID-19 an infectious disease caused by the newly discovered Coronavirus a pandemic on 11<sup>th</sup> March 2020.
- 2.2 Most people infected with the COVID-19 virus experience a mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems and members of some BAME communities are more likely to develop serious illness. At this time, there are no specific vaccines or treatments for COVID-19.
- 2.3 The current number of COVID-19 cases in the UK and Nottingham can be found in the hyperlinked [dashboard](#), which is updated daily. In Nottingham City, the rate is approx 180 per 100,000, which is comparatively low compared to the national average.
- 2.4 The first COVID-19 deaths in Nottingham were in the week ending 27 March 2020. In total (up until 22 May 2020) a total of 205 COVID-19 deaths in Nottingham (120 have occurred in hospital (58.5%), 73 have occurred in care homes (35.6%), 11 have occurred at home (5.4%) and 1 has occurred in another communal establishment (0.5%).
- 2.5 Early measures to manage the spread of COVID-19 were shaped by the national guidance and local plans for dealing with the early phases of a pandemic of influenza. Planning for a pandemic has been ongoing across agencies in the area for some years. These included detecting early cases and identifying their close contacts, as well as issuing a wide range of guidance for clinical and non-clinical settings.
- 2.6 As understanding of the virus developed, the UK government introduced a range of measures more closely tailored to COVID-19. These have been based around a strategy of social distancing to reduce transmission levels which can be managed within the surge capacity of health and social care systems. Other guidance and arrangements for reducing transmission include infection prevention control advice, guidance in the use of Personal Protective

Equipment (PPE), and a wealth of guidance for specific sectors and settings. Testing and Tracing were introduced later.

### **Local Public Health Response**

- 2.7 The Public Health team have provided leadership and support to the Covid-19 response, both within the Council and across the wider health and social care system via the Local Resilience Forum (LRF) structures. Key areas of work have involved sourcing PPE, support to the social care sector and local arrangements around testing and tracing.
- 2.8 A challenge for the Health and Care sector nationwide has been the supply of PPE.. Local arrangements have been put in place to make sure that any urgent needs for PPE could be met in a timely way. This has included publishing and updating local guidance on the use of PPE, quantifying overall need and overseeing the distribution of stock.
- 2.9 Testing capacity has developed and swab tests are available for the Council workforce and for the wider community.
- 2.10 Local authorities will be central to supporting the new test and trace programme, supported by the development of a tailored outbreak control plan. Plans, to be led by local authority Leaders and local Directors of Public Health, will focus on identifying and containing potential outbreaks in settings such as workplaces and schools.
- 2.11 The Public Health team have also been leading on the following key areas of the COVID-19 response including; meeting the needs of complex groups, including rough sleepers and driving forward action to support and protect BAME colleagues and communities.

## **3 Emergency Response**

### **Local Resilience Forum Strategic Response**

- 3.1 The Nottingham and Nottinghamshire Local Resilience Forum has been at the forefront of the multi-agency response to COVID-19 in the City and County area. The Government has directed much of their response through the LRF structures. The LRF Response structures are overseen by the Strategic Co-ordinating Group which has established a number of sub groups and specialist groups to deal with all aspects of the effects of COVID-19 on Nottingham and Nottinghamshire. Some of these groups include:
  - Tactical Co-ordinating Group
  - Health and Social care Economy Tactical Co-ordinating Group
  - Communications Cell
  - Excess Deaths Cell
  - Humanitarian Assistance Group
  - Care Homes and Home Care Cell
- 3.2 The City Council co-chair the Tactical Co-ordinating Group, and Chair the Recovery Group and the Excess Deaths Cell. The Council also plays a prominent role in the other Cells.

### **Corporate Emergency response**

- 3.3 The Council and the LRF have used the local Influenza and Pandemic Plans as the basis of the response approach.
- 3.4 The council's Corporate and Departmental Business Continuity management arrangements, managed by the Emergency Planning team were used to inform decisions regarding service prioritisation.
- 3.5 A Programme Management approach (see section 4 below) within the council has been used to manage information and decision making.

## **4 COVID-19 Programme of Work**

- 4.1 Responding to the national situation, the Government directed Local Authorities to safeguard the welfare of citizens and the economy by focussing efforts in 3 key themes:-
  - 1) Keeping Social Care Working
  - 2) Mobilising Civic Society
  - 3) Supporting and Protecting the Economy
- 4.2 The Council recognised the significance of two further areas to ensure both effective response to the above and to place the Authority in the best possible position after the pandemic. The two additional themes are:
  - 4) Financial Resilience
  - 5) Welfare of the Workforce & Corporate Resilience.
- 4.3 The Council adopted a programme and project management approach to its COVID-19 response to ensure a structured delivery within and across the themes. A Sub-programme (Workstream) was formed to address each of the themes headed by a Corporate Director. The Assistant Chief Executive took responsibility for the Response and Recovery Programme as a whole including strategic cross cutting matters and planning for the later Recovery and Renewal phases.
- 4.4 Clear documentation was put in place to clarify roles, responsibilities, governance and coordination along with the support of a dedicated project management team. Additionally, colleagues were seconded into each Sub-programme (Workstream) from specialist fields such as Finance and Communications

## **5 Keeping Social Care Working**

### **Support for Vulnerable Adults**

- 5.1 Adult Social Services have adjusted their way of working to ensure the maintenance of care and support for individuals, including redeployment of colleagues to priority areas and working closely with care and support providers.
- 5.2 Coronavirus Legislation and Care Act Easements:  
The Coronavirus Act 2020 enables the relaxation of the need to comply with certain duties under the Care Act 2014. Whilst local authorities should still do everything they can to continue to meet all eligible care and support needs,

the powers in the Act enables them to prioritise where necessary. The powers are time-limited should be used as narrowly as possible. To date, Adult Social Care has not enacted any Care Act Easements.

Assessment:

- 5.3 Wherever possible, assessments are now completed by telephone. A number of key areas continue to complete face to face assessments and these include: Occupational Therapy, the Approved Mental Health Professional service and the Integrated Discharge Team who work in the acute hospital.
- 5.4 Mental Health teams have continued to prioritise discharge from Nottinghamshire Healthcare Trust wards for both acute psychiatry and mental health services for older people.
- 5.5 Since the start of the Covid-19 crisis, planned reviews have been delayed. However we continue to deliver our duties to complete unplanned reviews for citizens whose circumstances have changed.
- 5.6 The Safeguarding team continues to operate with referral rates remaining similar to last year. However complexity and risk of cases has increased, in particular those relating to Domestic Abuse. The Deputyship Service continues to fulfil its functions in managing the finances and affairs of over 200 citizens who lack the mental capacity to undertake this themselves.

Nottingham City Council's Direct Provision:

- 5.7 Residential services have continued as usual, with restrictions around new admissions and visiting in order to safely control infection. However, immediate family members are supported to visit should any resident be approaching end of life.
- 5.8 At the end of March all day services were closed and routine short breaks were stopped in order to keep citizens and staff as safe as possible. Citizens and their families continue to be supported through a welfare check helpline and regular contact.

New hospital discharge model:

- 5.9 With the introduction of the COVID-19 Hospital Discharge Guidance the expectation was that the council discharged citizens from hospital within 3 hours of them becoming 'Medically Safe for Discharge'. This placed additional pressure on the Integrated Enablement team and increased the number of placements in short term residential care.

External provider support:

- 5.10 The Council has been working closely with Nottingham's care and support providers, providing a range of support including: a system wide plan to implement testing in care homes and of citizens leaving hospital to be admitted into care homes; support in recruitment of casual and permanent care staff for all sectors of the external market, and supply of PPE to all sectors of the local market including to personal assistants who are employed directly by citizens with a direct payment.

### **Provision of Shelter for Rough Sleepers**

- 5.11 Government asked local authorities to accommodate all rough sleepers and people in night shelters in hotel accommodation. .
- 5.12 The Council arranged contracts with hotel providers to accommodate rough sleepers for a twelve week period ending the 18th June. In total 68 Rough Sleepers have been re-accommodated in the hotels and personal housing and move-on plans have been developed for those owed a statutory duty.

### **Children's Integrated Services for vulnerable children, young people and families**

- 5.13 As lockdown approached, the Department prioritised all children for whom they had the greatest concerns for ongoing face-to-face visits. All families receiving early help or social work support have been risk-assessed to determine the level of support required and are receiving at least fortnightly contact and those children most in need of protection are seen more often.
- 5.14 Social work capacity was enhanced from agencies and by flexible use of staff to make sure we had enough staff to keep children safe. Some Youth workers have been trained to work in Children's homes. Family support colleagues continued to visit children who may be vulnerable.
- 5.15 There has been a significant decrease of 30-35% in Multi-Agency Safeguarding Hub enquiries and resulting social work assessments in the Duty service. A number of these relate to domestic abuse, which is now less reported and visible. However, this decrease in referrals has not resulted in major changes to the number of children supported through child protection plans, as there had been a significant rise in the number of children coming into care and an increase in children on child protection plans before lockdown. Work is underway to prepare for a possible increase in referrals following the end of lockdown.
- 5.16 All independent reviewing services for Child Protection and Children in Care conferences and reviews are now taking place via video link, telephone and written reports.. Every effort is made by the child protection chairs and IRO's to involve parents/carers in the child protection conference/Child in care process.
- 5.17 The Adoption and Children (Coronavirus) (Amendment) Regulations 2020 temporarily amended 10 sets of secondary legislation relating to children's social care and support services to manage the coronavirus outbreak. Not all of the available easements have needed to be enacted.
- 5.18 The Early Help and CAMHS services have developed materials on line for children and families to use and for colleagues supporting families who may be under stress. Early Help (Children's Centre) colleagues have been delivering materials and contacting families identified as most in need of Early Intervention.
- 5.19 Youth and play services have continued to provide essential targeted support in a virtual way to divert young people from risk taking behaviour. Provision is linked to the Serious Youth Violence and Exploitation offer, with a focus on engaging young people at risk of exploitation or Anti-Social Behaviour.

## **Support for Vulnerable Children and Families including Schools - Early Years, School and College Settings**

- 5.20 The government announced that schools would close from the 23rd March 2020 but would still provide places for vulnerable children or children whose parents or guardians are key workers. The vast majority of schools in Nottingham City have remained open for these children.
- 5.21 Prior to the formal closure, all high priority children were explicitly identified within the vulnerable cohort with good information for schools on current risks and clear plans to make them visible.
- 5.22 The early priority was around children subject to child protection (CP) plans and children in need (CIN) within social work teams. In total, 1,887 Nottingham children and young people were identified.
- 5.23 The team has also provided additional support and advice to schools including: issuing guidance to all city schools on identification of vulnerable pupils; minimum staffing and other requirements, and, devising attendance monitoring protocol and reporting processes. There has been very positive feedback from school and academy leaders, including from the Nottingham Schools Trust and the Transform Trust, about the support provided from both the Education and Children's Social Care teams.
- 5.24 Currently, the school admissions service is not processing in-year applications for change of schools unless a school place is required for a child with a social worker or a child of critical worker parents who requires a school place and does not have access to one locally.
- 5.25 The Education and EOTAS (Education Other Than at School) Welfare service continued to operate, although Fixed Penalty Notices and court proceedings were suspended from mid-March 2020. Education Welfare Officers continued to conduct Safe and Well checks but home visits have been restricted. All elective home educated learners (EHE) have undergone additional checks with case reviews and risk assessments undertaken.
- 5.26 Educational provision for children who have been permanently excluded from school continues to be delivered through a commissioned relationship with the Raleigh Trust and a range of external alternative providers.

## **Children with Education, Health and Care Plans**

- 5.27 On 30th April 2020, the Secretary of State issued a notice to modify the duty in section 42 Children and Families Act 2014 to secure special educational provision and health care provision in accordance with Education Health and Care (EHC) plans. The notice means that local authorities and health bodies must use 'reasonable endeavours' to discharge their duties. Where it is not reasonably practicable to conclude an action within the statutory timescale because of COVID-19, the local authority will not be penalised, but will have to complete the process as soon as reasonably practicable.

## **Communications with schools, parents and carers**

- 5.28 Changes to services are shared with wider citizens through the schools' extranet pages, the SEND local offer and council communications channels.

.Emails are sent to school leaders on a weekly basis, together with online meetings with Multi Academy Trust CAO's and NST system leaders and CEO's. There are regular meetings held with the Parent and Carer Forum.

- 5.29 Coordination work has included communications with Nottingham College, who have also undertaken (as with the schools sector) the accommodation of children of key worker and vulnerable learners as part of their responsibilities, alongside ensuring their wider support for learners online.
- 5.30 The Council have been supplying approx. 40 city schools with 'accessing Free School Meals (FSM)' vouchers.

## **6 Mobilising Civil Society**

- 6.1 The Government issued three orders to Local Authorities; one of which was to Mobilise Civil Society. The Council workstream for this issue set three main objectives:
- Ensure business continuity for statutory safety critical services within its remit
  - Harness societal goodwill safely
  - Utilise Voluntary and Community Sector assets to support the needy to ensure strong lines of communication to and from communities.

### **Customer Services Hub**

- 6.2 The Nottingham City Council Customer Services Hub was established in March 2020 so Nottingham citizens could raise requests for help. Since then over 2,000 requests for help have been received, over 2,000 emergency free food parcels requests delivered and over 70 volunteers recruited. A representative from the MCS Gold Group attends the weekly LRF Humanitarian Assistance Group to ensure there is a coordinated response to citizen need across local councils and partners.
- 6.3 At the end of March 2020 the UK Government established a national scheme to support those needing either food or medicine supplies with a weekly delivery service to their front door. Local Authorities were asked to reach out to those in shielding measures to assist them in the short term with any food requirements or collection of prescriptions and or to support with social contact over this isolation period.
- 6.4 To encourage people to register, Nottingham City Council call centre staff made telephone calls as well as raising the profile of the registration process through the local press and social media channels. The number of City Council citizens on the UK Government Shielded scheme grew from 300 in March to over 11,000 in May. In addition, over 6,000 city citizens were identified by Local GPs as being socially vulnerable and were placed on the eHealthscope List. For those not contacted by phone the uniformed teams (CPOs and CEOs) undertook home welfare checks.
- 6.5 Neighbourhood Development Officers (NDOs), utilising well established working relationships with local community organisations, residents groups and community champions, created Local Resilience Teams (LRT) in each ward. The LRT's have been able to offer early intervention and problem solving to meet citizens' need at or close to the first point of contact. This often

combined support from a number of support services to the need of the individual. This approach has been highly effective, and reduced the demand for support from the Adult Social Care service. The partnership with the existing Voluntary sector and new volunteers has been essential in delivering these vital services to citizens.

### **Robin Hood Fund Go Fund Me**

- 6.6 The Council provided support to the Nottingham Project in order to establish a fund that would support citizens of Nottingham at a time of crisis. The Robin Hood Fund Go Fund Me webpage was launched on the 20th March and has raised approx. £70k at the beginning of May. Work is underway to secure the full operational independence of the Nottingham Robin Hood Fund.

### **Ongoing response**

- 6.7 As the UK Government Shielding Scheme has been extended to the 30th June 2020, the Council will continue to operate the Customer Services Hub, to monitor stock levels of emergency food provision and to keep its volunteers actively engaged.

## **7 Protecting the Local Economy**

- 7.1 COVID-19 has the potential to seriously and significantly impact the City's economy in the short and long term. Development and Growth are working hard to address both immediate challenges and set the path for economic recovery, working hand-in-hand with partners across Nottingham's economy.

- 7.2 The Nottingham Economic Recovery Unit was launched, bringing together all the support, advice and resources focused on our economy – aiming to support businesses and prevent unemployment. Actions undertaken to date include:

### **Business Grant Schemes**

- 7.3 The following grant schemes have, or will, support businesses:

- Business Rate Relief for retail, leisure, hospitality and nursery sectors. The Council has now awarded rate relief of £65.337m
- Business Grants: the Council has paid out grants to businesses totalling £46.19m (73% of the funding allocated). Of all eligible grants submitted 98% have been paid and the Council is continuing to seek out businesses that have not yet applied.
- New Business Grant Scheme: the Council launched another grant scheme worth £3.35m aimed at businesses (such as those in shared accommodation, market traders and charities) who were not eligible for previous schemes.

### **Employment**

- 7.4 An employment 'task force' is being implemented, to bring together key strategic partners within the city to develop an aligned response to address unemployment and skills challenges going forward.

- 7.5 There have been over 2,600 enquiries to the Nottingham Jobs enquiry lines by employees looking for support - 50% from people who are employed and currently furloughed.
- 7.6 The Council has now received confirmation of a successful bid to European Funding to support SME's in up-skilling their employees. The project has a total project cost of £4m, with £2m coming from the EU and the remaining match funding from delivery partners. It will be delivered across D2N2, with a substantial part of the delivery based in Nottingham.

#### **Development of the Nottingham Economic Recovery Plan**

- 7.7 This plan supports the longer term recovery of the city's economy. Work is progressing with partners from across our economy via the Growth Board. The Nottingham COVID-19 Business Survey has been completed and its results will support our understanding of how to help the City's economy to recover. It is anticipated that the ongoing work on the Nottingham Economic Recovery Plan will be finalised and published for consultation within a few months.

#### **Regeneration and Development**

- 7.8 There have been 140 major projects identified that are in the planning pipeline. These are being collated and prioritised to allow for potential interventions / support packages to be developed for them. Discussions with major developers and investors are ongoing. Pre-application discussions continue including major schemes. These discussions include the Island Quarter, Guildhall, Broadmarsh West and Eastside. This work is complimented by the preparation of a City Centre Plan to promote regeneration activity.

#### **Support to Commercial Tenants**

- 7.9 All commercial tenants have been contacted and where appropriate signposted to the support that is available from the Business Rates team. A process has been developed and put in place to assist the Council's tenants in deferring rent payments.

#### **Secured Funding to Support Public Transport.**

- 7.10 The Council has been working with the Department for Transport (DfT) and local operators to ensure that public transport services are maintained to allow essential journeys only to be undertaken. With the number of passengers limited on each journey due to social distancing, funding support has been secured to maintain services.
- 7.11 The DfT has introduced the COVID-19 Bus Services Support Grant (CBSSG) to assist bus operators, and the Council has supported local bus operators in their grant applications. The Council has also been receiving £55,000 per month since mid-March to help fund the Link Bus network from this grant. Over £7m has also been received for the period from mid-March until the end of August to help maintain tram services.

## **8 Corporate Resilience**

### **IT Business Continuity Requirements**

- 8.1 The organisation successfully shifted to remote working very quickly through effective support from the IT team.

### **IT Security Issues**

- 8.2 Various national and international agencies have identified elevated risks relating to the increased cybersecurity concerns during this period. These risks are being closely monitored.

### **Workforce**

- 8.3 The Human Resources/Organisational Development service has targeted its efforts to ensure that the workforce continues to be effectively supported to deliver throughout the pandemic.
- 8.4 A skills audit was undertaken to understand the mobility capacity of the council's workforce. Over 230 colleagues have been successfully mobilised and deployed to front-line operations.
- 8.5 Colleagues have supported a care recruitment campaign to recruit more care workers to the workforce and support the provider sector to recruit to vacancies. To date, the council has received over 800 applications for care roles.
- 8.6 HR/OD have provided communications through a variety of channels and methods, providing direction, support and reassurance throughout this period. Examples of interventions to support wellbeing, resilience and capacity in the workforce include FAQs provision and Learning and support Packages. Support has been delivered by use of online/remote methods.
- 8.7 HR has:
- written to BAME (Black, Asian and Minority Ethnic) colleagues aiming to offer some additional reassurances to colleagues who may have felt raised anxiety as a result of the Public Health England report of increased health risks
  - Supported shielded colleagues or those with existing health conditions to work
  - Begun to analyse results of the colleague survey by ethnicity and disability to find out more about how BAME colleagues are feeling
  - Liaised with the Staff Networks and Trade Unions to ensure that the council is listening to colleagues' concerns
- 8.8 Regular engagement and communication has been maintained with the recognised Trade Unions with designated groups meeting regularly to consult over issues of specific concern, such as PPE and the stepping back up of services when the lockdown restrictions are lifted.
- 8.9 As the move from Response into the Recovery and Renewal phases begins, a workforce survey was conducted to capture employee's views, experiences and feedback.

8.10 The HR/OD team developed and implemented the Council's furlough application process which for May included over 740 employees.

### **Customer Service**

8.11 The Customer Service team has been central to working with front line services and has supported work across the key workstream activities including setting up a bespoke virtual call centre for the Mobilising Civil Society strand, creating a digital solution for requesting PPE for the Keeping Social Care Going strand and supporting the Business Grants application process.

### **Comms and marketing**

8.12 Preparations to support the council through communications and marketing were actively in place by 13 March in anticipation of the crisis. The team worked with key stakeholders across the city and beyond through the LRF Communications Cell, and nationally with Public Health England and the Local Government Association.

Highlights to date include:

- The development of a dedicated [Coronavirus webpage](#) including information about service changes/closures and FAQs.
- The corporate e-newsletter was re-branded as 'Coronavirus update' and a special COVID-19 Arrow delivered to every household with a ward specific e-newsletters follow-on to the Arrow.
- The development of an easy-to-access information tool for citizens self-isolating or needing support to access help, translated into 10 different community languages and in accessible formats.
- Social media and third party media presence was activated, giving information on service changes/closures and support to citizens and businesses.
- Developed a #StayingHome online hub to help citizens stay happy and healthy at home.
- Worked in collaboration and supported partners fundraise by helping promote the [Robin Hood Fund](#) and a public awareness campaign for domestic violence victims #YouAreNotAlone.

### **Meeting and Decision making**

8.13 Throughout the Response period, formal Council decision making has continued via a combination of urgent decision making arrangements and adapted ways of working. Pre-existing constitutional arrangements for individual Executive decision making enabled formal Executive decisions, including Key Decisions, to be made in full accordance with all transparency and accountability requirements while it was not possible to hold meetings. Executive decision making arrangements were also adapted, enabling officers to take decisions swiftly in direct response to the COVID-19 outbreak, with a value of up to £250,000.

- 8.14 Non-Executive decisions were taken by the Chief Executive under existing urgency procedures following consultation with relevant Councillors or informal remote meetings of the committees that would usually have taken the decision. All non-executive decisions made in this way were published at the time and have now been reported to the relevant committees.
- 8.15 Following the publication of new Regulations permitting local authorities to hold formal meetings remotely several formal public meetings have been held via the Zoom remote meetings app, and proceedings livestreamed on the Council's YouTube channel, thereby ensuring that the meetings are accessible to the public.

## **9 Other options considered in making recommendations**

- 9.1 None. The Council must continue to comply with its statutory duties and guidance from Government during this pandemic in order to meet the vital needs of citizens, businesses and the wider City.

## **10 Finance colleague comments**

- 10.1 There are extreme challenges in every locality, but particularly in cities and it is a very difficult climate in which to make projections on the financial impact this will have on Nottingham in the current and future years. Nottingham has received £19.822m of funding from Government towards the overspend. This funding is clearly insufficient and our ability to deliver even basic levels of resilience and public services is being undermined by increased service demand and reduced income as a direct result of Covid-19. Without significant additional funding Nottingham will be under severe financial pressure and there are serious concerns over the ability to deliver a balanced 2020/21 budget, with the financial impact of Covid-19 likely to over several years.

The Council does not have sufficient reserves to deal with a financial impact of this scale and more government funding to meet the additional costs that Nottingham is facing is essential both in the current year and in the Settlements for further years. Further details in relation to the impact on the finances of the City Council and the action the Council will need to take to balance the budget are contained in a separate report.

Theresa Channell – Head of Strategic Finance and Deputy S151 Officer  
01 June 2020

## **11 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)**

- 11.1 There are no significant legal issues arising from the contents of this report other than any that may be referred to in the body of the document. Generally speaking the Coronavirus pandemic has touched on many areas and where legal issues have arisen these have been addressed on an overarching or individual basis as appropriate.

Malcolm R. Townroe - Director of Legal and Governance 1 June 2020

**12 Strategic Assets & Property colleague comments (for decisions relating to all property assets and associated infrastructure)**

12.1 N/A

**13 Social value considerations**

13.1 N/A

**14 Regard to the NHS Constitution**

14.1 N/A

**15 Equality Impact Assessment (EIA)**

15.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because: the report is for information and comment only

**16 List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)**

16.1 None

**17 Published documents referred to in this report**

17.1 All relevant Government regulations and guidance published up 02/06/2020  
<https://www.gov.uk/coronavirus>