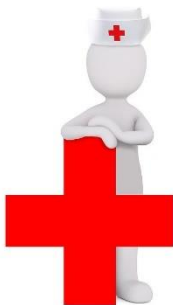


Wiltshire Council Recovery Plan

Version 2.2

(Part Four of the Integrated Emergency Management Plan)



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1.0 Summary

This overarching Recovery Plan, developed by the Recovery Co-ordinating Group (RCG) will be agreed by the Local Resilience Forum (LRF), who will own the recovery plan for this major incident across the LRF footprint.

Purpose	This plan provides guidance for Wiltshire Council on how to support recovery in chairing the RCG, following the COVID-19 incident. It is anticipated that Swindon Borough Council will have a similar plan
Background Information	Under the Civil Contingencies Act 2004, Wiltshire Council has a responsibility to chair the Recovery Coordinating Group and develop a strategic recovery plan in accordance with the local risks as identified in the Wiltshire and Swindon Local Resilience Forum Community Risk Register.
Recovery Definition	Recovery is defined as the process of rebuilding, restoring and rehabilitating the community, the public health, the economy and relevant infrastructure following the COVID-19 incident.
Aim	To enable Wiltshire agencies and partners to support local residents, communities and businesses and staff from responding organisations manage their own recovery from the incident.
Objectives	<ul style="list-style-type: none"> • Putting in place a framework for overseeing recovery • Concentrating resources on supporting communities to rebuild and thrive, by seeking to ensure critical infrastructure is in place, their health and wellbeing is maintained, inequalities are addressed, the economy recovers, and the environment is protected. • Deliver the requirements set out in the government’s COVID-19 recovery strategy ‘Our Plan to Rebuild’. • Providing information, specialist services and resources, and collaboratively working to use these to inform decision making. • To agree exit strategy criteria and timescale <p>Specific objectives for the Strategic recovery plan:</p> <ul style="list-style-type: none"> • Develop an approach that <ul style="list-style-type: none"> - ensures appropriate interventions to address inequalities and build social mobility - ensures the effects of deprivation are considered and interventions developed - enables appropriate interventions to support carbon reduction • Build a solid foundation so that Wiltshire emerges as a healthier, equitable and more sustainable place to live and work based on the experience of COVID-19 lockdown

Principles

- Redesigns services together to ensure they are fit for purpose in post-covid Wiltshire – meeting the needs and challenges of the new normal and upcoming challenges arising from other government priorities. There will be the need to both adapt to our new circumstances and grasp the opportunities for enhancement. This will be in complete collaboration and coordination with our residents; communities, businesses and political leaders.
- Provide support to the DPH with the development, coordination and delivery of the Local Outbreak Control Management Plan
- Ensure vulnerable people are protected and supported to recover from the pandemic in particular emotional and mental health
- Assist educational settings to support children emotionally and academically
- Address the impact of poverty and disproportional impact on those on lower incomes
- Develop and action, plans for safe spaces
- Deliver the requirements set out in The Care Home Strategy
- Secure and supply PPE to all staff in the council, schools and care homes
- Work with partner organisations to lead a shift towards positive long term change in behaviours following COVID 19
- Provide confidence and support to Wiltshire businesses
- Recognising the financial constraints that public services are now operating under, we will collaborate closely, co-producing solutions with partners which are innovative and cost-effective.
- Recovery that is evidence and data led with a baseline assessment and ongoing outcome based performance measures
- Strong engagement with Wiltshire residents, key stakeholders, community partners, voluntary sector organisations and local businesses in the recovery plan.
- A community centred approach which both reassures and enables Wiltshire's communities to build on their strengths in recovery
- Ongoing liaison with Wiltshire businesses to provide confidence and support
- Forward planning for communications and engagement
- Monitoring of financial matters and pursuit of funding and other assistance
- Strong reporting on recovery to the LRF

Scope

This plan covers strategic recovery in Wiltshire, the responsibility for which will be transferred from the Strategic Coordinating Group to Wiltshire Council, as chair of the RCG.

Links to other plans

This plan is based on the Wiltshire Council Integrated Emergency Management Plan and links to all Wiltshire Council plans, as well as relevant external plans from partner organisations.

Membership

The Recovery Coordinating Group will be chaired by Wiltshire Council's CEO

Every organisation represented on the RCG will be required to put forward strategic level officers that must be able to take corporate decisions on

behalf of their organisation (or work with other VCS sector organisations to achieve this in the case of the VCS) in support of the overall RCG strategy and plan. It is therefore of paramount importance that strategic representatives are invested with the authority necessary to undertake the role provided with the necessary back up and support to ensure any undertaking given by them to the RCG is actionable and deliverable.

1.1 Organisation's Internal Recovery



This recovery will be different to any specific emergency event e.g. flooding, and touches upon all aspects of life, and therefore public sector service provision.

Every individual organisation will be undertaking their own internal reviews and reshaping their resources to align post pandemic response, and it is acknowledged that these will be subject to that organisation's own internal governance and process.

The Wiltshire Council Recovery Group is therefore included to show the interdependency the organisation has on the other themes of recovery. However, the capacity and organisational resilience to lead and support recovery, immediately following the significant and very challenging response phase should not be underestimated. The impact of the lockdown combined with the response phase has exposed the core funding basis for local government, more than any other public sector organisation, and has led to the whole sector being placed under significant financial risk with doubts over the future sustainability. This risk may therefore impede or limit the ability to which the Council can resource and deliver a large scale recovery programme whilst maintaining all its other statutory services.

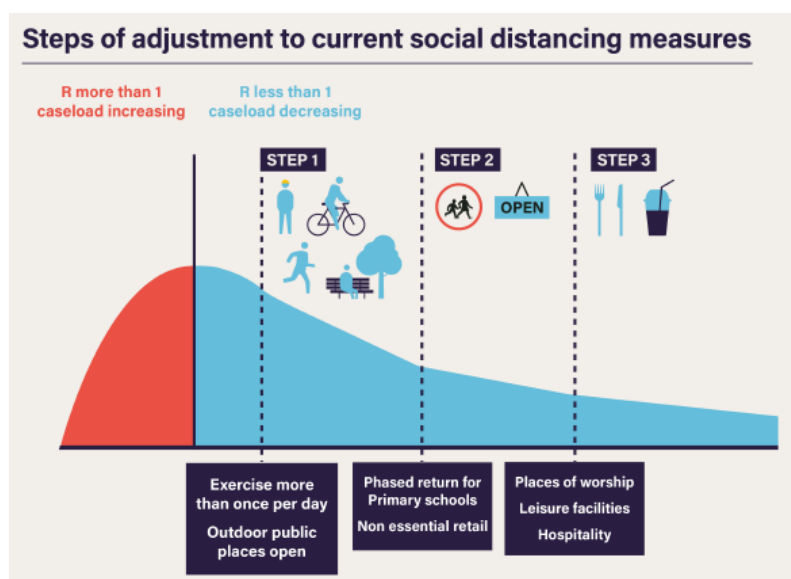
1.2 Activation

Recovery will be considered at the earliest opportunity after an incident has commenced.

The UK Government has recently published its COVID-19 recovery strategy 'Our Plan To Rebuild'. The overriding priority remains to save lives, however, to do that the government acknowledges that life will be different, at least for the foreseeable future.

Therefore, the Government's aim at the centre of this plan is to:

- Return life to as close to normal as possible, for as many people as possible, as fast and fairly as possible
- In a way that avoids a new epidemic, minimises lives lost and maximises health, economic and social outcomes



Steps of adjustment to current social distancing measures As the caseload falls, different steps can be taken to adjust social distancing measures.

Senior Officers in Wiltshire Council will be assuming responsibility for the following elements of the Government's recovery plan:

- a. the supply of PPE where the Council is now required to secure and supply adequate and appropriate PPE for all staff in the council, schools and care homes;
- b. the requirement of the council to provide financial support, risk assess the financial sustainability, staffing levels and access to PPE across care homes. The Care Home Strategy also puts the onus on the Council to provide cover on a 7 day a week basis, ensure there is a health offer for infection control and clinical support and provide alternate accommodation should the risk of infection warrant it.
- c. The requirement of Wiltshire Council's DPH to lead the development and coordination of the delivery of the Local Outbreak Management Plan to support the new test, trace and contain service being rolled out nationally to take a place-based approach to containing the spread of infection. The aim is

to keep the virus under control through improved coordination and local community engagement.

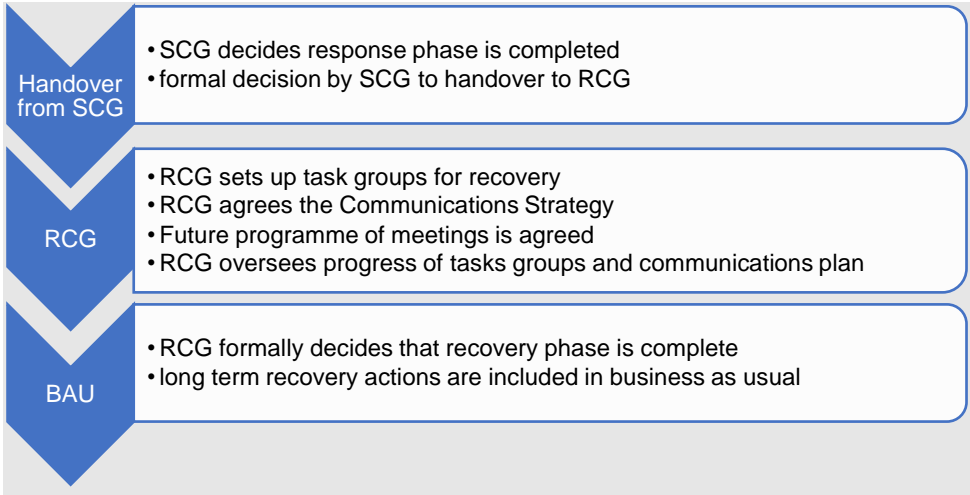
- d. Review and where required ensure pandemic preparedness and response plans in anticipation of possible future waves and evaluate the resources for subsequent waves
- e. To make significant changes to the road and public realm layouts to give more space to cyclists and pedestrians, both in the short term and long term. Such changes will help embed altered behaviours and demonstrate the positive effects of active travel. The objective being to consider how to use the tools in the guidance, to ensure transport networks support recovery from the COVID-19 emergency and provide a lasting legacy of greener, safer transport.

In line with the Government's plans to move to phase two by the end of May 2020, and noting the expectations now being placed on Wiltshire Council to deliver on significant elements of the plan, June 2020 is considered the appropriate date for the Shadow Recovery Coordinating Group to be stood up. An MoU will be agreed with the SCG regarding the demarcation of responsibilities between the two groups until such a time when the SCG is stood down

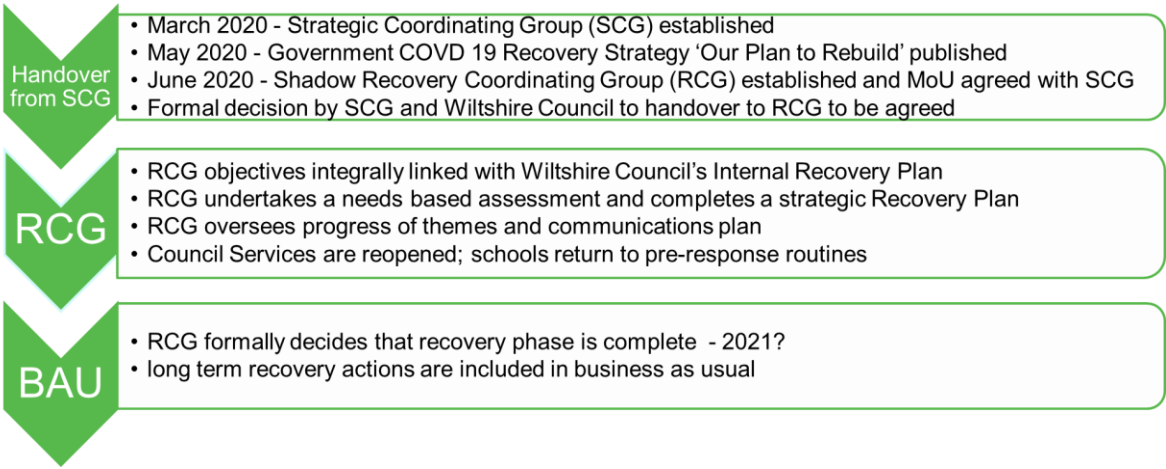
In the eventuality of a second wave later in the year and possible subsequent waves thereafter, the strategic recovery plan will be sufficiently robust to negate the requirement to revert back to response unless a further wave is of such magnitude that it is impacting on a pan Wiltshire basis and is impacting on the Local NHS's ability to manage the incident and or that there are no serious public disorder or crime prevention issues which impact on the overall strategic coordination of the recovery phase i.e. serious social unrest, including significant disruption to public services.

This plan will be informed by the steps set out above, the government's threat levels set out in the [UK Road Map](#) and aided by strong local plans for containment including local early warning systems, robust modelling and test, track and trace capabilities.

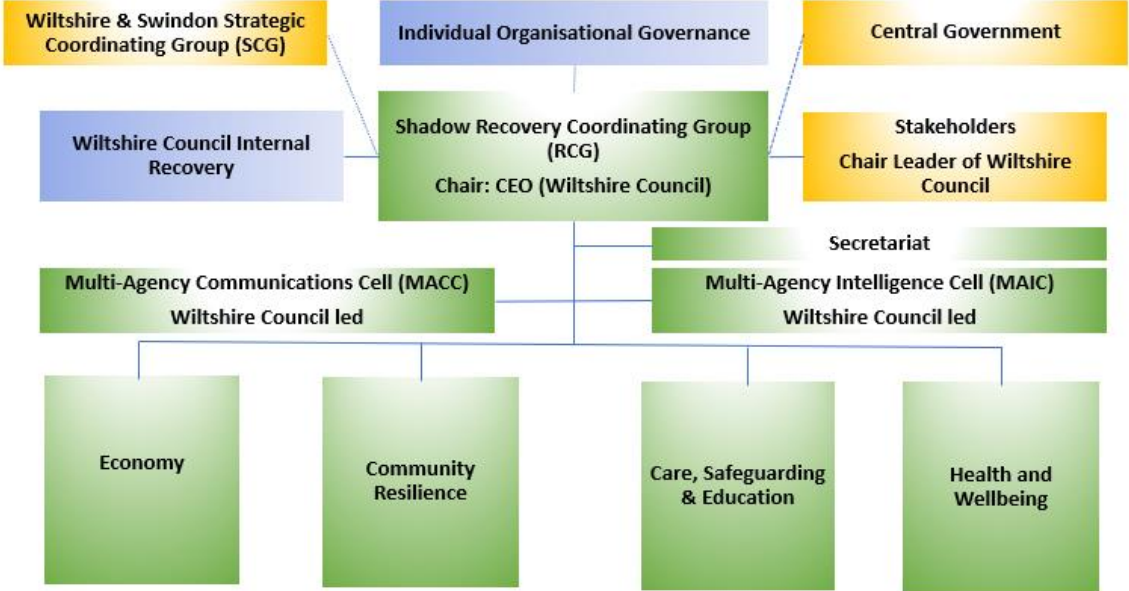
Reflecting on the uniqueness of the incident, if there is a need for strategic partners to respond to the complexities of a significant second wave, rather than reverting back to response, the ongoing recovery and response will be managed through the RCG with a Recovery Tactical Coordinating Group (RTCG) established to ensure and enable both a consistent and joint approach to recovery and any further response required. In doing so the RCG would review its membership to ensure that every organisation required is represented and that the representatives from constituent partners are of a sufficient strategic level to take corporate decisions on behalf of their organisation in support of the overall RCG strategy and plan. It is therefore of paramount importance that strategic representatives are invested with the authority necessary to undertake the role provided with the necessary back up and support to ensure any undertaking given by them to the RCG is actionable and deliverable.



2.0 Wiltshire Timeline



3.0 Recovery Structure



4.1 Action Cards

Chairperson of Recovery Coordinating Group	
OBJECTIVE: To restore community, public health and wellbeing, environmental and economic resilience following the response to COVID 19.	
Responsibilities	
<ul style="list-style-type: none"> Coordinating the Recovery from the COVID 19 pandemic Strategic oversight of recovery, setting objectives for the themes to establish a coherent plan Coordinating and enabling support to residents and communities across Wiltshire unitary authority area, seeking to address inequalities and enable social mobility Coordinating support and advice to the business sector and the economy Providing support to the education sector, care workers & key workers Providing support for the most vulnerable and assessment of needs undertaken Secure and supply PPE to all staff in the council, schools and care homes Oversee the delivery of the requirements set out in The Care Home Strategy (summarised section 1.2) Support the DPH on the development and coordination of the delivery of the Local Outbreak Management Plan to support the new test, trace and contain service being rolled out nationally to take a place-based approach to containing the spread of infection. Review and where required ensure pandemic preparedness and response plans in anticipation of possible future waves and evaluate the resources for subsequent waves Develop and action, plans to address the Department for Transport (DfT) new statutory guidance on 9 May 2020; 'Traffic Management Act 2004: network management in response to COVID-19'. Complete an impact needs assessment to assist in identifying gaps and determining priorities, this will be started early, resident led from the grass roots of our communities and regularly updated. Overseeing assessments of risks Take a community led placed based approach to recovery based on the Market towns, covering areas such as economic recovery / high street regeneration; community regeneration, health and community resilience, supporting those most vulnerable, schools, culture etc, Employee wellbeing incl. OD performance and reward, upskilling and recognition Policy and research national and international Recognition for staff involved in Response and Recovery Bereavement support in place for a number of families, individuals and in some cases communities in the grieving process Commemoration and appropriate remembrance Feed recovery issues into the LRF 	
Membership	Immediate Actions
<p>Chair: Wiltshire Council CEO Deputy Chair: TBC Members: Theme Chairs and Deputy chairs:</p> <ul style="list-style-type: none"> Economy – Sam Fox Community Resilience – Jess Gibbons Health & Well Being – Kate Blackburn 	<ul style="list-style-type: none"> Confirm handover from SCG Establish RCG structure Consider any necessary sub-groups for each theme Consider appropriate partners Review Terms of Reference for RCG and themes
Information Required	
<ul style="list-style-type: none"> Needs based impact assessment 	

<ul style="list-style-type: none"> Care, Safeguarding & Education – Lucy Townsend <p>Wiltshire Council Internal Recovery – Jo Pitt and Andy Brown</p> <p>Legal – Ian Gibbons</p> <p>BSW CCG – Tracy Cox</p> <p>MHCLG Red – Neil Marsh</p> <p>VCS Partner – Margaret Firth (Community Foundation)</p> <p>Wiltshire & Swindon Police – ACC Debbie Smith</p> <p>LRF Manager – Paul Williams</p> <p>Dorset and Wiltshire FRS - Ian Jeary</p> <p>MOD – Jane Cattermull</p> <p>OPCC – Najj Darwish</p> <p>SWLEP – Paddy Bradley</p> <p>Environment Agency – Robbie Williams</p> <p>MACC chair (Shadow RCG lead) – Ceri Tocock</p> <p>Intelligence Cell - Kartar Singh</p> <p>Secretariat – David Bowater / Toby Elliot</p>	<ul style="list-style-type: none"> Situation report Assessment of existing risks Knowledge of community groups Resident led assessment
Actions to consider	
<ul style="list-style-type: none"> Agreeing recovery objectives in these areas <ul style="list-style-type: none"> Community Resilience Public Health and Psycho-Social (including staff support) Economy Vulnerability and Safeguarding Agree principles that run through all themes including addressing inequality, creating social mobility, supporting the carbon agenda and building lasting environmental sustainability. Multi Agency Communications Collation of data and evidence including a needs-based impact assessment ensuring join up across themes Implement any national schemes set out by the government Creating sub-groups (referring to the themes above) to carry out recovery tasks Consider what recovery looks like in the context of place Inviting the most appropriate organisations to attend the RCG (internal and external) where relevant Opportunities to carry out long term economic regeneration Creating and implementing a strategy for a resident and community led approach which engages, empowers, enables and communicates with Wiltshire communities and businesses to lead their recovery Development of a resident led participatory approach to recovery Involvement of appropriate voluntary groups The role of Town and Parish Councils How to record and apportion expenditure, including managing donations A strategy for transitioning from recovery to business as usual Effective protocols for political involvement and liaison (parish, district / county / unitary and parliamentary) are established. 	
Resources Available	Plans to Consider
<ul style="list-style-type: none"> Government advice and documents 	National recovery guidance

<ul style="list-style-type: none"> • National networks i.e. ACCE; CCN • Information, intelligence & insight (including GIS mapping) • Local knowledge from partners, city, town and parish councils and community groups • Volunteer sector organisations 	
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Chairperson of Economic Theme

OBJECTIVE: To evaluate and understand the impact on Wiltshire’s economy and environment, providing support to secure business recovery, revitalise town centres, reduce carbon emissions and support those impacted.

Responsibilities

- To assess and understand the impact on the economy in Wiltshire
- To provide support to the Wiltshire economy – both sector specific and place-based, enabling sustainable long-term recovery to take place
- To support businesses affected by the pandemic to resume safe trading and support their resilience and growth (including advice, support, comms, financial (grant schemes)
- To facilitate and deliver effective recovery as part of our place-shaping (through the provision of infrastructure, housing and employment land) embedding sustainability, resilience and growth
- Partnerships - Work with regional, national and local partnerships to influence and respond to government and external partners and ensuring government funding is effectively drawn down and delivered
- Supporting businesses across Wiltshire through liaison with external partners (Wiltshire 100, Micro and Small Traders, SWLEP, Growth Hub, Visit Wilts, FSB, Chambers etc.)
- Individuals - Employment and skills support to enable people to re-enter the workforce and promote apprenticeships. To provide support for individuals impacted by the pandemic
- Ensure that the public sector supports business recovery; local supply chain initiatives, Business Rates, financial support & administering & enacting payments

Membership

Chair: Sam Fox
Deputy Chair: TBC
Members:

Immediate Actions

- Undertake and maintain and Economic Impact Assessment of the Wiltshire Economy (using GIS)

<p>BEIS SWLEP Visit Wiltshire Wiltshire 100 Chambers of Commerce Wiltshire College Salisbury BID DWP Citizens Advice Bureau Sector Representation Town/City Council rep Wiltshire Council Building Bridges Programme rep</p>	<ul style="list-style-type: none"> • Ensure Govt funds are effectively drawn down and delivered • Confirm Theme Group membership • Confirm sub-groups & membership • Review plans developed during response to inform recovery • Develop and deliver recovery plans – both sector based (e.g. tourism, farming, bio-tech etc.) & place based (based on 18 principle towns).
	<p>Sub Groups</p>
	<ul style="list-style-type: none"> • Intelligence & insight (to be integrated into wider RCG group when established) • Employment, skills & financial inclusion • Business Support • Economy Partnership Forum • Place shaping (including infrastructure provision, healthy places & carbon reduction)
	<p>Information Required</p>
	<ul style="list-style-type: none"> • Economic Assessment • Govt. support programmes • Town Centre impact/footfall studies • Understanding of Community (including skills profile) • Resilience work programme in relation to stakeholders
<p>Actions to consider</p>	
<ul style="list-style-type: none"> • To implement short term measures to safeguard jobs and businesses, and support businesses affected by the incident to resume trading safely as soon as possible while taking the opportunity to reduce environmental impact. • To work with business support networks to gather intelligence and promote available support, including (Wiltshire 100, Micro and Small Traders, SWLEP, Growth Hub, Visit Wilts, FSB, Chambers etc.). • Work with partners to mitigate personal hardship as a result of any economic down-turn or job loss. • Provide an Employee Assistance Programme for those facing redundancy and draw on the learning of the Building Bridges programme • Tackle financial exclusion through a range of initiatives including advice on benefits, affordable credit, and training for front-line workers. • To assess the impact on the Wiltshire workforce and provide re-skilling and support for employers to ensure the workforce matches available opportunities. • Develop ‘sector support’ measures to tackle the impact on sectors important to Wiltshire’s Economy impacted by the pandemic: e.g. tourism, culture, 	

<p>leisure, food & beverage and retail</p> <ul style="list-style-type: none"> • Develop a business improvement and innovation programme for micro and small businesses and stimulate investment in start-up, incubation, work hub and grow-on space to support new business creation • Work with Government, Western Gateway, SWLEP etc, to influence strategies to bring in resources to support recovery and influence policy to support Wiltshire's businesses, town centres and infrastructure. • To consider the available levers held by the Council/partners and suggest measures to stimulate economic growth; e.g. infrastructure investment (including green, electric vehicle, energy and active travel infrastructure), measures to stimulate housebuilding, inward investment, supply chain support and financial incentives (CIL, Business Rates, HIF, LGF, regional banks etc). • Promote opportunities for economic growth, sustainability, efficiency and community resilience through low carbon and sustainability initiatives. • To link with the Community Resilience group to support thriving communities. 	
Resources Available	Plans to Consider
<ul style="list-style-type: none"> • Partner Organisations • Local knowledge from city, town and parish councils, community groups and business infrastructure organisations • Information, intelligence & insight (including GIS mapping) 	<p>National recovery guidance https://www.gov.uk/national-recovery-guidance Development Plan Town/Regeneration Plans Local Industrial Strategy Local Energy Strategy</p>

Chairperson of Community Resilience Theme

OBJECTIVE: To build on the Community Resilience shown in the response to COVID19 enabling Wiltshire's communities to take responsibility for their wellbeing, build positive local relationships, to get involved and act for what is best for their community.

GOAL: Thriving communities in Wiltshire, where everyone has the chance to succeed and no one gets left behind.

Responsibilities

- To take a community led approach to enable and support those affected by COVID-19 to recover.
- To use this pandemic as an opportunity to identify where any inequalities exist and actively prioritise work to reduce these inequalities going forward.
- To enable communities to build on their strengths and use their assets to recover from COVID19.
- To work in true partnership with Wiltshire's community groups, voluntary sector, Town and Parish Councils, Community Areas and Community Area Boards, to support recovery and new approaches to service devolution and delivery: making space for communities and individuals to communicate, engage and collaborate in their preferred style To be a catalyst for innovation, providing our communities with the space and freedom to test and learn from different activities and interventions to support recovery.
- Work with other Themes (including the Place-shaping subgroup to the Economy theme), to consider a community led, placed-based approach to recovery, based on the Market towns across the Wiltshire authority area.
- To connect partners in the cultural, heritage and arts sectors to our community groups

<p>as a catalyst for community resilience.</p> <ul style="list-style-type: none"> • Enable communities to work within the space of prevention and early intervention, supporting the work of the Health and Wellbeing and Safeguarding themes. • Enable our community groups to have a differentiated view of their communities based on their diverse characteristics and make up, helping to enable them to address inequalities, build social mobility and ensure inclusive and cohesive communities. • Hold honest and open conversations with our communities, ensuring they feel empowered, equipped and supported to advance their own causes. • Generate trust and confidence in our communities to return to socialising in groups and return to community spaces and places. • Support communities to embed the principle of environmental sustainability and carbon reduction into the building of resilient communities. • To be responsible for the activity of the Wiltshire Wellbeing Hub. <p>INDICATIVE OUTCOME MEASURES: Knowing and supporting your neighbour; volunteering in your community; digital access for all; celebrating diversity and difference; mentally and physically healthy lives; safe spaces for all (incl. contextual safeguarding); time and space for recreation</p>	
Membership	Immediate Actions
<p>Chair: Director Communities & Neighbourhoods Wiltshire Council</p> <p>Deputy Chairs:</p> <p>Core Membership: Highways and Environment Housing and Commercial Digital, Data and Technology rep Learning Disabilities and Mental Health rep Public Health rep Head of Service Communities Head of Service Community Development Children’s Services rep Head of Carbon Reduction Communications rep CCG Arts Council Wilts Racial Equality Council Wessex Community Action Wiltshire Community Foundation Community First Carer Support Wiltshire WALC Wiltshire Citizens Advice Housing Provider</p> <p>Outcome/subject specialists: Fire & Rescue</p>	<ul style="list-style-type: none"> • Consider group membership • Identify resources for a task and finish group to undertake an assessment of the impact of COVID 19 on Wiltshire’s communities at pace. • Coordinate, network and build strong communication structures to support Town and Parish Councils, voluntary and community groups and communities in recovery to COVID-19 • Act as a conduit for information, networking the community and VCS activity in response to COVID 19, linking it together to help provide a coordinated response. • Collating and logging all issues relating to community resilience and taking appropriate action either locally or via escalation. • Work with the Economy, Vulnerable People and Health and Wellbeing Themes to consider opportunities to support community resilience
Task and Finish / subgroups	
<p>Task and finish groups to be set up to support the Community Resilience theme to be outcome focused and informed by data and evidence. The first group to be set up will be Lessons learnt and impact assessment – this group will work with the Intel Cell and will seek to understand the impact of COVID19 on Wiltshire Communities, the needs within the communities and how communities are helping themselves to address this, seeking to understand gaps. The findings from this group will inform the structure of future focused task and finish groups. These may include outcome focused work in the following areas:</p> <ul style="list-style-type: none"> - diverse and inclusive communities - arts, culture and heritage as a catalyst to knowing your neighbour and engaging in community activity 	

Wiltshire Police Spatial Planning Systems thinking Refugees resettlement Julian House Wiltshire Carbon Alliance Age UK Wiltshire Wiltshire Locality NHS West Wilts Multi-Faith Forum Strategic Arts Partners Wiltshire CIL Primary Care Network (Locality Chair)	<ul style="list-style-type: none"> - resilience through healthy and active lives (Wiltshire Council will be undertaking an internal review of leisure facilities) - digital access for all linked to Wiltshire Council internal review of libraries and community areas - Safe spaces To continue partnership work through: <ul style="list-style-type: none"> • The Town and Parish Clerks meeting • Place-shaping subgroup joint with the economy cell • Faith leaders meeting • Council Member briefings
	Information Required
	<ul style="list-style-type: none"> • Impact assessment • Government guidance
Actions to consider	
<ul style="list-style-type: none"> • Understanding a grass roots assessment of the impact of COVID19 on our communities. • Repurposing newly established volunteering networks • Support for VCS and changes to council commissioning process 	
Resources Available	Plans to Consider
<ul style="list-style-type: none"> • 	National recovery guidance https://www.gov.uk/national-recovery-guidance

Chairperson Care, Safeguarding and Education Theme

OBJECTIVE: To support the recovery of all age statutory and specialist services and locality based community health & care services and act as the link with the Local Authority command structures.

Responsibilities

Overarching Responsibilities:

- Consider the impact of poverty and disproportional impact on those on lower incomes, such as those with mental health needs or victims of abuse.
- Consider the potential for increased levels of uncertainty and insecurity for groups and individuals who have been most at risk including those vulnerable individuals living in supported care
- Ensure children and adult transformation programmes are captured in the recovery
- Harness new and positive opportunities / new ways of working
- Work with the Health theme to understand the health and well-being of children and young people and vulnerable adults
- Consider the impact of economic downturn on families
- Ensuring National Guidance is understood, appropriately cascaded and actions taken across Wiltshire

Families & Children's Transformation (FACT):

- Ensure the all age mental health needs of those impacted by the pandemic, particularly those requiring specialist services are met.
- Consider the role of the troubled families programme
- Act as point of contact and liaison with the MH&LD sector and workstream

- Plan for an increase in the Mental Health impact on the elderly and adults, including vulnerable groups as a result of a lengthy period of social isolation

Safeguarding:

- Assess the level of support required for those most vulnerable in the community based on and an anticipated increase in the cohort as a direct result of the incident and action accordingly
- Ensure support is provided to the most vulnerable in the community considering early support services at risk due to financial position
- Ensure statutory services are maintained across children and adult services.
- Work with partners to ensure safeguarding system effectively
- Assess the impact on the risk to individuals and families relating to domestic abuse and working in partnership to develop appropriate plans and recommendations to mitigate and reduce the risks with a key focus on safeguarding. Working with DA Sub-Group & SVPP
- Ensure services are fit for purpose and sustainable
- Monitor and review the impact COVID-19 has had on the wider safeguarding concerns such as the increased prevalence of a breakdown in individuals mental health, those with an LD/ASD who may be disproportionately affected and potential raise in exploitation of children and vulnerable groups.
- Ensure regular attendance of vulnerable students in employment, education or training

Adults & Health:

- Plan for increased demand following from cancelled operations and non Covid-19 emergency care during the response and the shift in behaviour during social isolation with residents not accessing health, resulting isolation, fear and anxiety.
- Plan for capacity required for a second peak. Including bedded and non-bedded capacity
- Provide consistent advice and messaging across all partners.
- Identification and coordination of (Voluntary, Charitable and Social Enterprise) VCSE resources and responses
- Support communication with providers across the Wiltshire footprint Develop an integrated Community health and social care service including a model of prevention and early help
- Focus on the mental well being and resilience of the community

Care Home Strategy:

- Responsibility for the Care homes Strategy and sustaining the Care Home market to meet the needs of Wiltshire residents
- Sustaining the care home market by ensuring appropriate financial support, risk assessing providers financial sustainability; staffing levels and access to PPE etc
- Develop and implement a 7 day a week supporting strategy to Care homes
- Ensure Health offer; infection control and clinical support
- Enact the step-up process should the risk of infection warrant
- Develop better sufficiency of provision to ensure that people can be discharged home from an acute provision

PPE:

- Consider provision of PPE for all relevant council, school and care home employees and any other future requirements.

- Maintain system in place that ensures all Council, school and Care Home (and any other future requirements) have adequate PPE.
- Securing supplies via the LRF and procuring supplies directly from the market (current provision is rated as amber due to delays in supplies being sourced and delivered and the price of supplies increasing)

Partnership Redesign:

- Build upon opportunities and developments evolved via response. This may include but is not restricted to:
- Progress the integration on Reablement and Home First
- Embed the integrated Brokerage service
- Develop an integrated commissioning service
- Implement ASC service redesign to reflect learning from the pandemic
- Delivery of a strengths based approach to adult care assessment and delivery of support that minimises need for paid for services.
- Align to Council's internal recovery

Educational Outcomes:

- Assist educational settings to support children overcoming the incident emotionally and academically
- Reduce the increased gap for vulnerable children who will have fallen further behind as a result of an extended period away from school.
- Consider school attendance issues including potential increase in home schooling & pressure on ensuring standards & safeguarding
- Consider financial challenges presented for school budgets and HNB if transformation ceases/focus shifts.
- To consider and address the immediate, medium-term and longer-term implications of educational establishments closing & consider any unintended consequences that have arisen from the closure of educational settings- including employer well-being.
- Consider the impact of NEET on September guarantee offer
- Consider whether remote learning and practices put in place during response could change approaches to support learning in the future
- Consider the impact of the suspension of public examinations and statutory assessments- appeals against exam results, participation in further education and learning.
- Work with the Economic theme to understand the skills gap and develop joint plans where required
- EY's sufficiency and resilience, likelihood of increase need with businesses closing as a result of Covid-19.
- Consider the impact on SEND processes, statutory timescales, capital projects and placements for the new academic year
- Consider the request for deferral of places for high-needs pupils and for placement extensions post-16.
- Consider the impact on transition points for children
- Consider the impact on resilience of AP providers
- Consider the impact on the delay in recruitment for September onwards
- Ensure contact obligations can be delivered through EY settings and school site purchases of traded services to support statutory functions and performance indicators.
- All education settings continue to provide a 'Good Education for All'

<ul style="list-style-type: none"> • Ensure education settings have the resilience and flexibility to meet the SEMH needs of pupils • Ensure capital projects are completed to maintain an efficient supply of school places • Maximise the use of existing programmes to support the mental health needs and resilience of vulnerable members of the community 	
Membership	Immediate Actions
<p>Chair: Director of Children’s Services Deputy Chair: <i>TBC – Chair of sub-group from partner agency</i></p> <p>Members: Chairs of sub groups:</p> <ul style="list-style-type: none"> • Children’s Transformation (FACT) • SVPP • Adult & Health • Care Home Strategy • Partnership Redesign • Educational Outcomes <ul style="list-style-type: none"> • Police – Head of Public Protection • CCG - COO • OPCC • Chair of Vulnerable People Stakeholder Forum – Director of Families & Children & Director of Adult Social Care (LD & MH) • VCS / Youth rep tbc 	<ul style="list-style-type: none"> • Agree membership • Agree sub-groups • Complete demand modelling to ensure system prepared • Prepare schools and children for reintegration into school once restrictions lifted & ensure interim measures in place. • Evaluate impact of integration of health and social care during response & use to inform next steps • Ascertain relevant response elements as they merge with the new BAU.
	Sub Themes
	<ul style="list-style-type: none"> • Families & Children’s Transformation (FACT) - Chair of Executive • Safeguarding - Chair of SVPP • Adult & Health – CCG COO • Care Home Strategy – Director of Commissioning • Partnership Redesign - DASS • Educational Outcomes – Director of Education & Skills
	Information Required
	<ul style="list-style-type: none"> • Needs assessments • Data from VP & hospital discharge and education/keyworker groups • Demand modelling
Actions to consider	
<p>Families & Children’s Transformation (FACT):</p> <ul style="list-style-type: none"> • Assess the mental health impact on children with mental health needs resulting from social distancing school closures and put plans in place to address • Assess Mental Health impact on the elderly and vulnerable groups as a result of a lengthy period of social isolation and put plans in place to address <p>Safeguarding:</p> <ul style="list-style-type: none"> • Determine the new Business as Usual and service configuration, noting that during the lockdown social support changed significantly • Complete demand modelling • Manage post lockdown surge in demand and increase in need as a direct result of the incident • Review need for DA out of hours support • Monitor and review the impact COVID19 has had on the wider safeguarding concerns such as the increased prevalence of a breakdown in individuals mental 	

health, those with an LD/ASD who may be disproportionately affected and potential raise in exploitation of children and vulnerable groups.

Adults & Health

- Continue to plan to meet increased demand and potential second peak of COVID19.
- Maximise opportunities for integration across health and social care where is benefits residents
- Create an early help offer across social care and health
- Assess and support mental wellbeing of communities
- Fair cost of care and sufficiency of care in the community to enable people to live independently

Care Home Strategy:

- Implement strategy
- Maintain adequate flow of PPE supply
- Support access to testing

PPE:

- Ensure PPE supplies are sufficient & can distributed.

Partnership Redesign:

- Review changes since response phase & evaluate impact
- Clarity on financial position/requirements
- Align activity with FACT/Whole Life Pathway

Educational Outcomes:

- Plan for schools to return to pre-response routines
- Plan for an increase in the number of vulnerable children at risk of NEET due to exam cancellation and lack of predicted grades this year which will impact on the September Guarantee.
- Address the immediate issues implications of educational establishments closing
- Prepare for all schools and year groups returning from beginning of September.

Resources Available	Plans to Consider
<ul style="list-style-type: none"> • Databases of vulnerable people • Local knowledge from Parish Councils and community groups and the voluntary sector 	National recovery guidance https://www.gov.uk/national-recovery-guidance

Chairperson of Health & Wellbeing Theme	
<ul style="list-style-type: none"> • OBJECTIVE: To coordinate the health and wellbeing element of the overarching recovery to COVID -2019 (including physical impacts, psychological impacts, community isolation and loneliness, death and bereavement) • To ensure effective local outbreak management of COVID19 	
Responsibilities	
<ul style="list-style-type: none"> • To develop and co-ordinate delivery of the Local Outbreak Management Plan to support the new test, trace and contain service to take a place-based approach to containing the spread of infection. • Review and where required ensure pandemic preparedness and response plans in anticipation of possible future waves are robust and evaluate the resources for subsequent waves • To understand the impact of COVID-19 on population health and to ensure updated situation monitoring and reporting from all agencies is an ongoing priority • To provide a forum for the exchange and shared situational awareness of the impact of the pandemic on the health and wellbeing of the community and organisations supporting the response to COVID-19 • To join up the work around coordination of health monitoring and assessment of the impact of the pandemic on vulnerable individuals to support the Care, Safeguarding and Education theme • To jointly understand and minimise the long-term effects to vulnerable individuals/establishments and the local population, identifying those at highest risk and requiring more formal intervention. • Understand the impact on the population of alcohol consumption during the COVID-19 lockdown and working in partnership to develop appropriate plans and recommendations to reduce the impact and mitigate associated risks to reduce this. • Assess the long-term impact on psychosocial health and welfare of a significant number of residents as a result of COVID 19 illness and lengthy period of social isolation and develop appropriate plans and recommendations. This will be done in partnership with the work of the Community Resilience theme and the Wiltshire Mental Health Recovery Group. • Work with partners in adult and children’s social care services to assess the potential for increased levels of uncertainty, insecurity and fear in those communities, groups and individuals who have been most at risk including those vulnerable individuals living in supported care. • Assess the impact of lockdown as a result of the COVID-19 on the rough sleeper community in Wiltshire . • To jointly understand and minimise the long-term effects (both physical and psychological) to public sector organisation staff, supporting where appropriate the health and welfare (including psychological support) of a significant number of staff from the various agencies involved in the response phase. • Encourage stakeholders to revise their pandemic and emergency and BCP’s based on lessons learned – note this will be led by LRF’s through LHRP • Work at both a national, regional and sub-regional level alongside other partners to develop approaches and plans for appropriate bereavement support for a number of families, individuals and in some cases communities in the grieving process 	
Membership	Immediate Actions
Chair: Director of Public Health Deputy Chair:	<ul style="list-style-type: none"> • Agree membership • Agree sub-groups • Population health data monitoring

<p><i>TBC – Chair of sub-group from partner agency</i></p> <p>Members:</p> <p>Chairs of sub groups:</p> <ul style="list-style-type: none"> • COVID19 Health Protection Board • LRF Testing Site Group • Wiltshire MH/LD/ASD recovery • Strategic health alliance • Substance Misuse • Homelessness Forum <ul style="list-style-type: none"> • Police • CCG • Fire • Prison health • VCS rep tbc 	<ul style="list-style-type: none"> • LOMP delivery <p>Sub Groups</p> <p>COVID19 Health Protection Board LRF Testing Site group Wiltshire MH/LD/ASD recovery Strategic integrated health and care board Substance Misuse Homelessness Forum</p> <p>Information Required</p> <ul style="list-style-type: none"> • Situational updates and analysis of health impacts across the system
<p>Actions to consider</p>	
<ul style="list-style-type: none"> • To ensure effective promotion of services and support to affected people and ensure that pathways exist to enable people to find the support they require • To share and develop relevant tools that may support affected individuals • To raise awareness of emotional reactions and appropriate responses throughout the community and especially amongst those working in primary care, secondary care and community services • To enable the provision or signposting information to the local population – helplines / websites • To finalise and agree the Local Outbreak Management Plan – including workforce requirements. • To understand the impact of COVID-19 on population health which will influence a number of the themed areas, and to ensure updated situation monitoring and reporting from all agencies is an ongoing priority • To jointly develop and implement an agreed health and wellbeing recovery strategy across Bath and North East Somerset, Swindon and Wiltshire (BSW) in response to COVID19 to enable a well-coordinated quality and needs-based response to health and wellbeing support required 	
<p>Resources Available</p>	<p>Plans to Consider</p>
<ul style="list-style-type: none"> • Databases of vulnerable people • Wiltshire and Swindon Humanitarian Assistance Centre Plan • SW mental health Public Health England progress with plans for bereavement 	<p>National recovery guidance https://www.gov.uk/national-recovery- guidance</p>

Secretariat	
OBJECTIVE: To support the Chair of the RCG and recovery theme chairs	
Responsibilities	
<ul style="list-style-type: none"> • To support RCG chair • Support sub-groups in recovery • Provide information as requested • Oversight of robust records and archiving of • Collation of relevant policy and research – national and international • Coordination of intelligence through the Intelligence group • Financial support via Wiltshire Council’s Director of Finance • Government funding schemes and initiatives have been assessed and appropriate submissions made • Collation of lessons learnt for wider circulation and sharing • Support the local authority in the full reinstatement of the local governance and democracy. 	
Membership	Immediate Actions
Executive Office, Programme Office, ICT, Finance, Legal, Emergency Planning, Loggists Team Member,	<ul style="list-style-type: none"> • Consider appropriate partners. • Consider appropriate membership of sub-group • Bring together initial actions which need addressing for the RCG
	Information Required
	<ul style="list-style-type: none"> • Contact details for all sub-group chairs • Situation reports • Assessment of existing risks • Knowledge of community groups
Actions to consider	
<ul style="list-style-type: none"> • Provide support to RCG for ongoing work • Organise room bookings • Organise loggist support for sub-groups and RCG • Organise secretariat support to RCG and Sub groups • Assist with the provision of Mutual Aid • Facilitate the initiation of daily/weekly updates from all sub-groups into a report • Facilitate the Security Guidance to all sub-groups • Chase actions from respective log groups • Finance and accountancy support • Legal and governance support 	
Resources Available	Plans to Consider
<ul style="list-style-type: none"> • Colleagues and partners in other organisations • Internet access 	National recovery guidance https://www.gov.uk/national-recovery-guidance

Multi-Agency Communications Cell (MACC)	
OBJECTIVE: to co-ordinate communications plan across all recovery groups	
Responsibilities	
<ul style="list-style-type: none"> • To develop and oversee the implementation of a comprehensive communications plan • Oversee the communications output of all other sub-groups • Provide reassurance that appropriate action is being taken by the RCG • Sentiment monitoring (data led) including strong links to MAIC to understand area of cross-cutting and scenario planning • To ensure key messages are delivered in a co-ordinated, targeted and timely manner to Strategic Leaders, the media, partners (communication and community engagement group) and the public. • Manage the media to work together to convey the right information and messages • Support stakeholder groups to distribute key messages, and provide information, as required. • To reassure and communicate with the target audiences using appropriate channels e.g. media, social media, face to face, publications including localised messaging where required • Commemoration - and consider appropriate remembrance based on advice from the RCG 	
Membership	Immediate Actions
Chair: Ceri Toccock Deputy Chair: TBC Wiltshire Council, Wiltshire Police, Dorset and Wiltshire Fire and Rescue, SWLEP, SWAST, BSW CCG, PHE, MHCLG, Acute Hospitals, VCS rep tbc Wiltshire Council CEM (representing community groups and VCS)	<ul style="list-style-type: none"> • Develop a structured communications strategy to ensure messages are delivered in a co-ordinated way • Provide communications support to all themes as required (all themes have a nominated comms rep) • Ensure involvement of stakeholders • Ensure consistency of message • React to negative media stories and misinformation
	Information Required
Actions to consider	
<ul style="list-style-type: none"> • Co-ordinate communications across all recovery groups, including attending meetings and having a representative at each theme. This will include the stakeholder group and MAIC. • Consider longer-term strategy: <ul style="list-style-type: none"> - Key target audiences, including those both in Wiltshire and in surrounding areas - Key messages, focussing on public/business reassurance and rebuilding image. - Mechanisms to ensure cross agency working and consistency of message. - Develop the narrative of the impact in Wiltshire - Key spokespeople, both overall and for specific aspects of the recovery period. • The communications strategy: <ul style="list-style-type: none"> - Media relations/information programme - Resources needed Web content/presence - Public information helplines - Publications/printed materials - Exhibition/display materials 	

<ul style="list-style-type: none"> - Drop in/information centres - Interpretation and translation - Public forums/meetings - Information points. - Future planning for community and businesses • Inform the following key groups: <ul style="list-style-type: none"> - Residents - Key business partners/employers - Staff in all agencies - Elected members - Central Government 	
Resources Available	Plans to Consider
<ul style="list-style-type: none"> • Internet access • Key partners Town and parish councils, community groups, VCS • Stakeholder group 	<p>National recovery guidance https://www.gov.uk/national-recovery-guidance Response communications plan to ensure consistency of messaging especially where response/ recovery continue to run concurrently</p>

Multi-Agency Intelligence Cell (MAIC)	
<p>OBJECTIVE: to gather, collate, analyse and provide insight in a quick and timely way to the RCG and chairs of the themes</p>	
Responsibilities	
<ul style="list-style-type: none"> • Work with the theme chairs to develop measurable outcomes. • To develop and oversee a comprehensive data set linked to outcomes and as required by the RCG or theme chairs, with the assistance of designated intel leads from themes. • Analysing and linking data to understand trends and turn into an actionable insight that will have a positive impact on the residents in Wiltshire with assistance from Military partners. • Direct the production of analysis and reports that demonstrate clearly and concisely the answers, findings and position of the RCG and themes by using appropriate and effective data visualisation; complemented with insightful commentary, which is then useful and progressive for the RCG. • Support the Communications Cell with Sentiment monitoring (data led) • Support the Communities theme to ensure data is reported at a local level and assist with remodelled community impact assessments based on post COVID-19 insight. • Working with key strategic partners such as Military, Police, Health, local business partners and the community to deliver deeper and more informed insight and analysis • Ensuring support in relation to Performance, Risk and insight to RCG and Theme chairs. • Advise on the analysis and interpretation of data, identify trends and test solutions, present results and put forward recommendations to support the resolution of issues and support decision making 	
Membership	Immediate Actions
<p>Lead: Kartar Singh Wiltshire Council, Military, Wiltshire Police,</p>	<ul style="list-style-type: none"> • Work with theme chairs to confirm measurable outcomes • Have designated Intel leads from themes to report into Intel cell and oversee data collation from themes

Dorset and Wiltshire Fire and Rescue, SWLEP, BSW CCG, VCS,	<ul style="list-style-type: none"> Develop metrics to sit under theme outcomes to enable meaningful reporting going forward Work with partners to see what information, data and intelligence can be offered to support outcomes.
	Information Required <ul style="list-style-type: none"> Metrics dashboard Situation reports Assessment of existing risks
Actions to consider	
<ul style="list-style-type: none"> Complete a needs-based assessment Develop a new Community Impact assessment survey with Communities theme lead, taking into account post COVID-19 effects. 	
Resources Available	Plans to Consider
<ul style="list-style-type: none"> JSNA Data gathered during response Economic studies Internet access Data from partners Response RA 	National recovery guidance https://www.gov.uk/national-recovery-guidance

4.2 Theme Membership

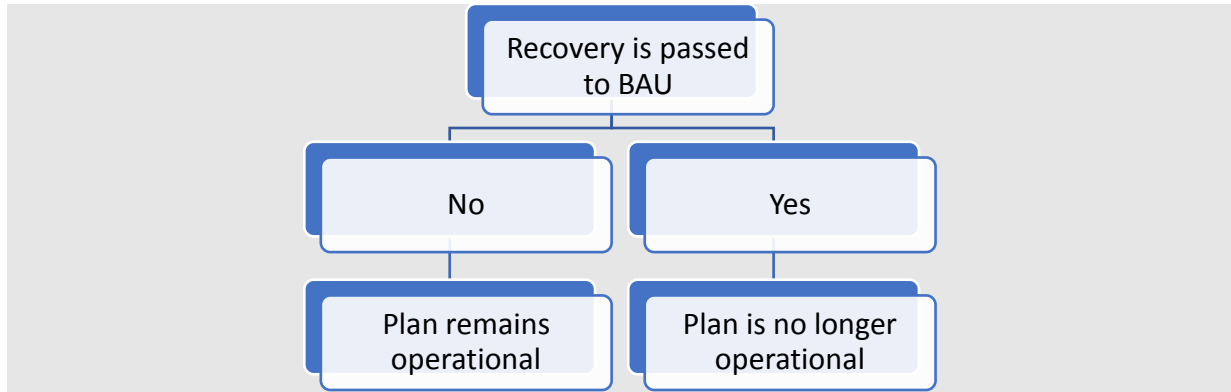
RCG	
<p>Chair: Terence Herbert, CEO, Wiltshire Council Deputy Chair: Tracey Cox, BSW CCG Members: Theme Chairs and Deputy chairs:</p> <ul style="list-style-type: none"> Economy – Sam Fox Community Resilience – Jess Gibbons Health & Well Being – Kate Blackburn Care, Safeguarding & Education – Lucy Townsend <p>Wiltshire Council Internal Recovery – Jo Pitt and Andy Brown Legal – Ian Gibbons MHCLG Red – Neil Marsh VCS Partner – Margaret Firth (Community Foundation) Wiltshire & Swindon Police – ACC Debbie Smith LRF Manager – Paul Williams Dorset and Wiltshire FRS - Ian Jeary MOD – Jane Cattermull OPCC – Naji Darwish SWLEP – Paddy Bradley Environment Agency – Robbie Williams MACC chair (Shadow RCG lead) – Ceri Tocock Intelligence Cell - Kartar Singh Secretariat – David Bowater / Toby Elliot</p>	
Economy	Community Resilience
<p>Chair: Sam Fox Deputy Chair: TBC Members:</p>	<p>Chair: Director Communities & Neighbourhoods Wiltshire Council Deputy Chairs:</p>

<p>BEIS SWLEP Visit Wiltshire Wiltshire 100 Chambers of Commerce Wiltshire College Salisbury BID DWP Citizens Advice Bureau Sector Representation Town/City Council rep Wiltshire Council</p>	<p>Director Housing & Commercial Director Highways and Environment</p> <p>Core Membership: Digital, Data and Technology rep Learning Disabilities and Mental Health rep Public Health rep Head of Service Communities Head of Service Community Development Children’s Services rep Head of Carbon Reduction Communications rep CCG Arts Council Wilts Racial Equality Council Wessex Community Action Wiltshire Community Foundation Community First Carer Support Wiltshire WALC Wiltshire Citizens Advice Housing Provider</p> <p>Outcome/subject specialists to be engaged: Fire & Rescue Wiltshire Police Spatial Planning Systems thinking Refugees resettlement Julian House</p>
Multi Agency Communications Cell	Stakeholders
<p>Chair: Ceri Toccock Deputy Chair: TBC Wiltshire Council, Wiltshire Police, Dorset and Wiltshire Fire and Rescue, SWLEP, SWAST, BSW CCG, PHE, MHCLG, Acute Hospitals, VCS rep tbc Wiltshire Council CEM (representing community groups and VCS)</p>	<p>Chair: Philip Whitehead Deputy Chair: TBC Members: MP’s SWLEP Chair Multi faith group Chair VCS Rep Chamber of Commerce chair rep T&PC rep (Market Town) PCC MOD Senior Officer W&DFRS chair Wiltshire College Chair Rep from Primary and Secondary Schools chairs groups Prison</p>

	Lord Lieutenant
Care, Safeguarding & Education	Health & Wellbeing
<p>Chair: Director of Children’s Services Deputy Chair: <i>TBC – Chair of sub-group from partner agency</i></p> <p>Members: Chairs of sub groups:</p> <ul style="list-style-type: none"> • Children’s Transformation (FACT) • SVPP • Adult & Health • Care Home Strategy • Adult Care Redesign • Educational Outcomes • Police – Head of Public Protection • CCG - COO • OPCC • Chair of Vulnerable People Stakeholder Forum – Director of Families & Children & Director of Adult Social Care (LD & MH) • VCS / Youth rep tbc 	<p>Chair: Director of Public Health Deputy Chair: <i>TBC – Chair of sub-group from partner agency</i></p> <p>Members: Chairs of sub groups:</p> <ul style="list-style-type: none"> • COVID19 Health Protection Board • LRF Testing Site Group • Wiltshire MH/LD/ASD recovery • Strategic health alliance • Substance Misuse • Homelessness Forum • Police • CCG • Fire • Prison health • VCS rep tbc
Multi- Agency Intelligence Cell (MAIC)	
<p>Chair: TBC - Wiltshire Council Deputy Chair: TBC</p> <p>Members: Wiltshire Council, Military, Wiltshire Police, Dorset and Wiltshire Fire and Rescue, SWLEP, BSW CCG, VCS</p>	

5.0 Management

5.1 Stand-down arrangements



Stand Down Plan

The Chair of the RCG shall decide whether to transition from the Recovery phase to business as usual, taking due consideration of the views of the sub groups and community. The decision to cease the Recovery phase will be minuted at the RCG closing meeting.

Stand Down Notification

When the Recovery phase is ended, the chair of the RCG will notify both the LRF and LHRP, community leaders and all groups involved in the recovery phase.

5.2 Debrief

Hot Debrief

All staff responding to the incident should be given a hot debrief before leaving their shift in the response phase.

Internal Debrief

All internal staff that responses should be invited to feedback to and/or at the internal debrief.

Multi-agency Debrief

The information from the internal debrief should be fed into the multi-agency debrief.

5.3 Further Information

National Recovery guidance can be found at <https://www.gov.uk/national-recovery-guidance> including:

6.0 Appendices

6.1 SCG / Shadow RCG Memorandum of Understanding (MoU)

Demarcation between Response (SCG) and Shadow Recovery (RCG) draft – refer to SCG minutes from 09/06/20

Responsibility	COVID-19 Response SCG	COVID-19 Response (SCG) or (Shadow RCG)	
	Accountable lead for SCG	Accountable lead	SCG / Shadow RCG
Criminal Justice Cell	Wiltshire Criminal Justice Board	OPCC	SCG
Policing	Wiltshire Police	Wiltshire Police	SCG
Repatriation Flights	Local Authority DPH / NHS	National (FCO)	SCG
Hospital Discharge	Local Authority	Local Authority	Shadow RCG
Care Act Easements	Local Authority	Local Authority	Shadow RCG
Care Home Strategy / Plan		Local Authority	Shadow RCG
PPE – Provision of PPE for Staff of Schools and Care homes and management of emergency supply.	Wiltshire Council - Director of Adult Social Services	Local Authority – Alison Elliott (Wiltshire DASS) To lead as LRF SPOC on behalf of the two authorities.	SCG
Community Resilience Hub	Local Authority	Local Authority	Shadow RCG
Distribution of food packages	Local Authority	Local Authority	Shadow RCG
Housing and provision for Rough Sleepers		Local Authority	Shadow RCG
Safeguarding the most vulnerable	Local Authority	Local Authority	Shadow RCG
Educational Attainment and provision for critical workers and vulnerable children	Local Authority	Local Authority	Shadow RCG
To understand the impact of COVID-19 on population health and wellbeing and provide updated situation monitoring		Local Authority - Director of Public Health lead	Shadow RCG

across organisations			
Testing / Tracing	Dorset and Wiltshire F&RS currently lead (Ian Jeary)		SCG
Local Outbreak Control Plan covering 7 specific themes by end of June and subsequent delivery of		Local Authority - Director of Public Health lead	Shadow RCG
Review Pandemic Preparedness Plan		Local Authority - Director of Public Health lead in conjunction with LHRP	LRF / LHRP
Safe Spacing		Local Authority	Shadow RCG
Excess Death Plan	Wiltshire Council - Director of Highways and Environment	Local Authority - Director of Highways and Environment	SCG
Economic contact centre providing support and advice to local businesses and the distribution of government funding to businesses.		Local Authority	Shadow RCG
Reopen public services (HRC's Leisure Centres, libraries etc		Local Authority	Shadow RCG
Communications MACC	Wiltshire Police	Wiltshire Police	SCG
MAIC	Wiltshire Police	Wiltshire Police	SCG
MACA Requests	Wiltshire Police	Wiltshire Police	SCG
Assess the economic impact of COVID 19		Local Authority	Shadow RCG
Rebuild thriving communities in Wiltshire		Local Authority	Shadow RCG

Unless otherwise specified above, Local Authority means both Wiltshire Council and Swindon Borough Council

This was agreed in principle at SCG on 9 June 2020. It should be noted that it is a summary overview of the strategic themes to support the demarcation of responsibilities between Wiltshire & Swindon SCG and the Wiltshire and Swindon 'shadow' RCGs. It provides a clear audit trail around roles, responsibility and primacy of both SCG and the 'shadow' RCGs, and gives clarity of who is responsible for what at any given time. The Chairs of both 'shadow' RCGs will report in to the SCG by exception until the SCG stands down.

Wiltshire Themes for Recovery

- Economic Sustainability
- Community Resilience
- Care, Safeguarding & Education
- Health and Wellbeing
- Partners organisations & Internal Recovery plans

Swindon Themes for Recovery

- The Organisation
- Economy
- Social Care, Housing and Vulnerable Groups
- Health and Wellbeing
- Operational Services
- Education, Skills and Learning

6.2 Appendix A Template for a Recovery Action Plan

The RCG and all active Themes are to maintain an Action Plan; they will be collated for review at the RCG meeting.

To aid this review, it is recommended that:
 The status / progress column is colour coded (**Red / Amber / Green**) to quickly highlight how each action is progressing. This will enable the RCG to focus on the Red and Amber actions as required.

Each action is given a Priority Rating where
 E = Essential
 I = Important
 D = Desirable

This will assist in focussing the efforts of the numerous partner agencies that are involved in the recovery process, and will enable the RCG meetings to focus on the Essential and Important actions if time is limited

No	Date	Action	Owner	By when	Update	Priority Rating (label each action E, I or D)	Status / Progress (insert text then colour code box Red, Amber or Green to reflect progress with acti
▼	▼	▼	▼	▼	▼	▼	▼

6.3 Appendix B – Glossary of Terms

CCC	Civil Contingencies Committee
BSW CCG	Bath Swindon and Wiltshire Clinical Commissioning Group
CCS	Civil Contingencies Secretariat
COBR	Cabinet Office Briefing Room
CBRNe	Chemical, Biological, Radiological, Nuclear, Explosive
Defib	Defibrillator
DPH	Director of Public Health
EA	Environment Agency
ECC	Emergency Communications Centre
FCC	Force Contact Centre
FCP	Forward Control Point
ICS	Incident Command System
IT	Information Technology
HAZMAT	Hazardous Materials
HF	High Frequency
HM	Her Majesty's
HQ	Headquarters
JESIP	Joint Emergency Services Interoperability Principles
JRLO	Joint Regional Liaison Officer
LRF	Local Resilience Forum
MACA	Military Aid to Civil Authorities
MERIT	Medical Emergency Response Incident Team
MHCLG	Ministry of Housing, Communities and Local Government
MTPAS	Mobile Telephone Privileged Access Scheme
NHS	National Health Service
PEAT	Pre-Event Assessment Teleconference
PHE	Public Health England
RAYNET	Radio Amateur Network
RCG	Recovery Coordinating Group
RED	Resilience Emergencies Division
RWG	Recovery Working Group
SAGE	Scientific Advisory Group for Emergencies
SCC	Strategic Coordinating Centre
SCG	Strategic Coordinating Group
SDI	Scale, Duration, Impact
SIO	Senior Investigating Officer

STAC	Scientific Technical Advice Cell
STEEPLE	Social, Technological, Economic, Ethical, Political, Legal, Environmental
TCG	Tactical Coordinating Group
UHF	Ultra High Frequency
VASEC	Voluntary Aid Societies
VCS	Voluntary and Community Sector

Document Location

This document is only valid on the day it was distributed. The source of this document can be found in

TO BE COMPLETED

Revision History

Revision Date	Document version	Summary of Changes
	0.1	
17.04.2020	0.2	General update of Draft

Approvals

This document requires the following approvals

Name	Date of Issue	Version
Wiltshire Recovery Coordinating Group		
Wiltshire SCG		