

**Teignbridge District Council  
Executive Committee  
16<sup>th</sup> September 2021  
Part I**

**Covid-19 Recovery Action Plan**

**Purpose of Report**

To outline the Council's approach to recovery from the impacts of the Covid-19 Pandemic, through the delivery of seven projects over the next twelve months which will assist businesses, communities and Teignbridge District Council to recover from the impacts of the Covid-19 Pandemic.

**Recommendation(s)**

The Committee:

Supports the approach to recovery set out in this report.

**Financial Implications**

As and when budget is required for the completion of each project, or internal staffing resources need to be committed, a business case will be made and senior leadership and/ or democratic approval will be sought in line with our corporate and constitutional requirements.

Advice sought from: Martin Flitcroft, Chief Finance Officer & Head of Corporate Services

[martin.flitcroft@teignbridge.gov.uk](mailto:martin.flitcroft@teignbridge.gov.uk)

**Legal Implications**

There are no legal implications arising from this report. However, failure to undertake such a course of action would/could put the Council at risk of challenge for non-compliance with its obligations pursuant to the Civil Contingencies Act 2004.

A combined Equality Impact Assessment can be found at appendix 21.

Advice Sought from: Paul Woodhead, Legal Services Team Leader and Deputy Monitoring Officer

[paul.woodhead@teignbridge.gov.uk](mailto:paul.woodhead@teignbridge.gov.uk)

**Risk Assessment**

For each project, where required, the relevant Project Lead will assess risks and complete a risk register outlining any potential risks and associated mitigations.

Tony Mansour, Housing Needs and Recovery Lead  
tony.mansour@teignbridge.gov.uk

## **Environmental/Climate Change Implications**

Environmental considerations played a pivotal role in the development of our approach to data gathering, consultation and the development of each project. Where appropriate, for each project, environmental and climate change implications will be further assessed as part of the business case development process with advice sought from The Climate Change Officer and Environmental Protection Manager.

Advice Sought from: David Eaton, Environmental Protection Manager  
david.eaton@teignbridge.gov.uk

## **Report Author**

Tony Mansour, Housing Needs and Recovery Lead  
tony.mansour@teignbridge.gov.uk

## **Executive Member**

Councillor Stephen Purser

## **Appendices/Background Papers**

### **1. Background**

1.1 In June of 2020, The Council established a Recovery Project Team and associated governance framework in order to direct its recovery efforts in relation to the Covid-19 pandemic. A chart illustrating this framework and structure can be found at appendix 1. Please note that, shortly after implementing our governance structure, Cllr Connett replaced Cllr Hook as Leader of the Council, and Cllr Keeling took responsibility for political oversight of the Vital Viable Council work stream. It is also worth noting that, since beginning our recovery efforts, a further two lockdowns were imposed by Government in order to minimise the transmission of COVID-19. In each instance we have reviewed our approach to recovery to determine whether any alternative or additional actions needed to be undertaken.

1.2 An Overview and Scrutiny Task and Finish Group was set up to assist the Council to establish what impact COVID 19 has specifically had on its rural, coastal and urban communities.

1.3 Since establishing the Recovery Framework, and with the assistance of the aforementioned Overview and Scrutiny Task and Finish Group, the following work has been undertaken in order to determine the shape and scope of the Council's recovery efforts:

(a) In October of 2020, the data cell of the Recovery Project Team completed a review of the then extant literature relating to the impacts of COVID-19 and related

government enforced measures to prevent the spread of the pandemic. Through the review, it extracted and collated the salient points and common themes from over 20 national, regional and local reports which evidenced the impacts of COVID-19.

(b) In October and November of 2020, the data cell of our Recovery Project Team completed an audit of existing data sources relating to the impact of Covid-19 locally, nationally and regionally, and collated the results into a single spreadsheet.

(c) In November of 2020, we conducted a survey which was made available for completion to all residents of Teignbridge. The survey sought to:

- Assess the impacts of COVID-19 on the residents of Teignbridge
- Understand residents' principal concerns relating to the Covid-19 pandemic
- Assess residents' level of satisfaction with the services provided by Teignbridge Council
- and Determine what objectives our recovery work should focus on achieving.

(See appendix 2).

(d) In December of 2021, The Overview and Scrutiny Task and Finish Group conducted a further survey designed to assess the impacts of Covid-19 on the urban, coastal and rural areas within Teignbridge. The Survey was sent out to Parish Councils, community groups and local businesses to complete. Appendix 3 provides a presentation conducted by Cllr Sarah Parker-Khan who led on the development of this survey. The presentation outlines the approach taken by the Task and Finish Group, and explains its findings.

(e) Between November of 2020, and January of 2021, theme specific surveys were also conducted with relevant stakeholders. These included:

- A combined business and procurement survey (please see appendix 4)
- A combined survey for Environment and Place (please see appendix 5).

(f) In December of 2020, A Community Recovery Forum was established. The Forum brought together key representatives from the community and voluntary sector in Teignbridge to discuss the impacts of Covid-19 on communities, help determine recovery objectives and provide mechanisms for future engagement with community groups. The Forum held its second meeting in February of 2021. Appendix 8 provides the presentation to the Community Recovery Forum.

(g) On 26<sup>th</sup> February 2021, a workshop was conducted for elected members in Teignbridge. All elected members were invited to this workshop and asked to choose to attend one of three breakout rooms for; Communities, Environment and Place or Economy and Vital Viable Council. The impacts of Covid-19 were discussed, and the workshop helped to further shape and refine the recovery objectives for each theme area. An introductory presentation for this workshop can be found at appendix 9.

Please see appendix 8-13 for presentations and feedback notes for each break out room.

1.4 The recovery efforts are now focused on taking forward seven projects over the next twelve months which will assist residents, communities, local businesses and our workforce to recover from the impacts of the Covid-19 pandemic. The projects are at varying stages of completion and each one relates directly to one of our five key theme areas. These projects have been devised as a result of the work undertaken by the Recovery Project Team in collaboration with the Senior Leadership Team, and with input from, and the support of, our elected members.

The Projects:

<b>Project</b>	<b>Recovery Theme Area</b>	<b>Project Status</b>
Training Support For Business	Economy	To be taken forward
Transport Hubs	Place	To be taken forward
Recycling Campaign	Environment	To be taken forward
Supplier Section on TDC Website	Vital Viable Council	Project underway
Review of Best 2020 Process	Vital Viable Council	Project underway
Improved Engagement with the Community and Voluntary Sector	Community	Project underway
Combined Data Analysis Pilot	Community	To be taken forward

As and when financial assistance is required for the completion of each project, or internal staffing resources need to be committed, a business case will be submitted to the Senior Leadership Team and/ or democratic approval will be sought in line with corporate and constitutional requirements.

Appendices 14-20 provide individual project plans for each project providing:

- A project summary
- The business need and business problem for each project
- The project's objectives
- The benefits and justification for completing each project
- The project's scope
- Roles and responsibilities for each project

For each project, where required, the relevant Project Lead will assess risks and complete a risk register, and develop key performance measures, outcomes and milestones and the appropriate mechanism for reporting on the project's progress in agreement with their relevant Business Lead and Executive Member.

1.5 The Recovery Action Plan made up of seven key projects, supplements the existing Council Strategy 2020-2030. On the basis of the background work outlined

above, we consider the existing Council Strategy to be fit for purpose and there is no plan to review or amend the Council Strategy.

## **2. Implications, Risk Management and Climate Change Impact**

### **2.1 Financial**

As and when budget is required for the completion of each project, or internal staffing resources need to be committed, a business case will be made and senior leadership and/ or democratic approval will be sought in line with our corporate and constitutional requirements.

### **2.2 Legal**

The establishment of a Recovery Team and associated Governance Framework, the work outlined in section 1, and the Council's representation on the Devon-wide Recovery Coordination Group, is considered sufficient to discharge the Council's legal obligations in relation to recovery from a major incident as required by the Civil Contingencies Act 2004.

A comprehensive combined Equality Impact Assessment for the seven aforementioned projects has also been undertaken and can be found at appendix 21.

### **2.3 Risks**

For each project, where required, the relevant Project Lead will assess risks and complete a risk register outlining any potential risks and associated mitigations.

### **2.4 Environmental/Climate Change Impact**

Environmental considerations played a pivotal role in the development of our approach to data gathering, consultation and the development of each project. Where appropriate, for each project, environmental and climate change implications will be further assessed as part of the business case development process with advice sought from The Climate Change Officer and Environmental Protection Manager.

## **4. Alternative Options**

The Recovery Action Plan has been developed on the basis of a robust and assessment of the impacts of Covid-19 as outlined above, and extensive consultation with residents, stakeholders and elected members. We consider the approach outlined above to be the most effective means of facilitating our recovery from the impacts of Covid-19 given available resources. Consideration has been given to the potential need to review and amend our Council Strategy, and/ or replace it with a Recovery Strategy for Teignbridge, however we consider the existing Council Strategy to be fit for purpose and ask that Overview and Scrutiny endorse our approach to supplement the Council Strategy with the seven projects outlined above.

## **5. Conclusion**

The Executive is asked to endorse our approach to Recovery from the Covid-19 Pandemic as outlined above. The approach, and each project have been developed on the basis of extensive consultation and assessment of the impacts of the Covid-19 Pandemic. The approach will supplement our existing Council Strategy which is considered to fit for purpose and which therefore does not require amendment.