

Member Recovery Cell

Terms of Reference

Membership

Cllr Eber Kington (Chairman)

Cllr Clive Smitheram (Vice Chairman)

Cllr Liz Frost

Cllr Neil Dallen

Cllr John Beckett

Cllr Barry Nash

Cllr Hannah Dalton

Cllr David Reeve

Cllr Clive Woodbridge

Cllr Kate Chinn

Scope

The scope of work of the MRC is to ensure that the Council has carefully considered key strategic issues associated with the Recovery Phase of the Covid-19 emergency and has put in place plans to enable the smooth transition to a new normality of Council service delivery. The MRC will ensure that:

- There is a plan setting out when the Council and Committees will next meet based on key decisions that require Member approval.
- Strategic priorities for the Council during the recovery phase, including critical projects such as the timing of the Regulation 18 consultation, are agreed.
- There is a schedule of services and capital programme items prioritised for recovery, based on financial, service and reputational considerations.
- There is an understanding of the key risks associated with the recovery phase through the review of the regularly updated Risk Register.
- Areas of potential pent-up demand from residents/customers are identified and actions put in place to mitigate the risk of individual services becoming overwhelmed.
- Consideration is given to potential scenarios for EEBC, associated with the Government's recovery strategy and phased return, so that the Council is as prepared as it can be.

Out of Scope

- The emergency response
- The Community Hub response
- Decisions taken by Committees as they restart
- On-going business as usual activities
- Staff management issues
- Decisions taken by other partners such as SCG or SCC
- Prioritised schedule of future key public events in the borough for the coming year (either organised or supported by the Council)
- Actions to address the consequential budget deficit
- Consideration of the utilisation of future government grant funding associated with Covid-19 crisis
- Consideration of lessons from the Covid-19 crisis that could inform new better ways of working for both Members and staff
- Consideration of options for actively supporting the local economy and local businesses during their own recovery

Meeting arrangements and frequency

Given the dependencies between the different elements of recovery, meetings will take place with the Member Recovery Cell as a whole supported by the Chief Executive and Chief Operating Officer.

The meetings will be held virtually using video conferencing using GoToMeeting.

The meetings will take place fortnightly with agendas emailed in advance and notes taken by the Covid 19 Programme Manager. Additional meetings may need to be arranged to accommodate urgent decisions or volume of work.

The work of the Member Recovery Cell will conclude when the borough emergency in relation to Covid-19 has been formally stepped down and normal decision making arrangements are in place.

Reporting Arrangements

Member Recovery Cell forms part of the Council's emergency response for Covid-19 and therefore agreed priorities and actions will be fed into the BECC (Borough Emergency Control Centre).