

Members of the Overview & Scrutiny  
Committee

**direct line:** 01926 456114

**email:** patricia.tuckwell@warwickdc.gov.uk

**web:** www.warwickdc.gov.uk

**our ref: PT**  
**your ref:**

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## 9 February 2021 Overview & Scrutiny Committee Meeting

Dear Members,

Following the publication of the agenda, please find enclosed the *Step Back Review Task & Finish Group on the Council's response to Covid 19* report with its appendices. This was initially appended to Agenda Item 4 – Work Programme, Forward Plan and Comments from Executive. However, given its prominence and the fact that it includes several appendices of its own, I have included it as an additional item.

The report is accompanied by some appendices, some of which are confidential, as below:

The applicable paragraphs of Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within the paragraphs of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, are:

Appendix Numbers	Paragraph Numbers	Reason
Appendix 2	1	Information relating to an individual
Appendix 2	2	Information which is likely to reveal the identity of an individual
Appendices 2, 3a, 3b, 3c, 7, 8 and 9	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)

**Appendix One** - Summary of findings & recommended actions

**Confidential Appendix Two** - A timetable of actions on the People and Communications theme

**Confidential Appendices Three a, b&c** - The results of Manager, Staff and member surveys on the Council's response

**Appendix Four** - The Vision document that was provided to the leadership Coordination Group

**Appendix Five** - A report on the work of the Shielding Hub

**Appendix Six** - The Organisational Recovery template we used to assess which staff would return to Riverside House and how we would support those that continue to work at home

**Confidential Appendix Seven** - The economic recovery plan was something that SMT started working on from April

**Confidential Appendix Eight** - The shielding hub stand up plan is indicative of the planning that was being envisaged in Sept/Oct and will now, no doubt, be revisited following confirmation of the lockdown plans by Parliament this week

**Confidential Appendix Nine** - Summary of SMT responses to Task and Finish Group's remit

**Appendix Ten** - CMT feedback on the proposed recommendations

Do not hesitate to contact us should you require further assistance.

Yours sincerely,

Patricia Tuckwell  
Civic & Committee Services Manager