

Return

Enable democratic decision making to continue during the various stages of the pandemic, ending with a return to business as usual, subject to the prevailing legislative requirements and will of the council.

Action	Start Date	End Date	Resources required (staff, systems etc)	Desired Outcome	Additional Notes	Action Code
Deliver a publicly accessible remote meetings solution.	01/04/20	27/05/20	Partnership working with Civica ITO, use of Microsoft Teams Live Events.	Members, Officers and members of the public engaging in the full range of democratic decision making via remote attendance.	A solution was implemented in time for the first remote meeting on 27 May 2020.	PGC-1
If legislation permits, public health directions allow and it is the will of the council, commence work on a hybrid meetings solution that integrates physical and virtual attendance.	Unknown	Unknown	Partnership working with Civica ITO, use of Microsoft Teams Live Events and identification of additional required technology.	Members, Officers and members of the public engaging in the full range of democratic decision making via a combination of remote and physical attendance.	The legal position on hybrid meetings remains somewhat unclear. While face to face meetings can take place, the guidance remains that where meetings can take place digitally without the need for face to face contact, they should do so. Where meetings do take place, they must be managed within social distancing guidance. There would also be various health and safety at work and equalities implications to consider. At present the council does not have the technology to implement hybrid meetings.	PGC-2
Facilitate a full return to physical meetings.	Unknown	Unknown		Members, Officers and members of the public engaging in the full range of democratic decision making at physical meetings.	It is possible that, following the pandemic, the government may seek to introduce permanent legislation that enables virtual attendance at meetings to continue in some form. If that does not happen, the council will return to physical meetings at the earliest opportunity. If such legislation does come forward, the council will need to consider its options.	PGC-3

Retain

Identify elements of remote meetings to be considered for retention post Covid19.

Action	Start Date	End Date	Resources required	Desired Outcome	Additional Notes	Action Code
Review constitutional changes and bring forward proposals to Group Leaders for retention of any individual elements that have had a positive impact on the democratic decision making process.	01/07/20	Unknown		An improved democratic decision making process. Increased public engagement in democratic decision making.	The council may wish to consider whether to retain the arrangements put in place for public involvement in meetings; namely, the introduction of a notice period for public questions and the ability to have a question read out if a member of the public is unable to attend a meeting in person.	PGC-4
Subject to permanent legislation and the will of the council, bring forward proposals to retain remote attendance at meetings.	Unknown	Unknown	Partnership working with Civica ITO, use of Microsoft Teams Live Events, sufficient staff to permanently support remote attendance at meetings.	Members, Officers and members of the public engaging in the full range of democratic decision making either wholly or in part via remote attendance. Increased public engagement in democratic decision making. Contribution to a reduction in CO2 levels.	This is subject to the government introducing permanent legislation that permits councils to hold remote meetings and for attendance to be virtual. There is currently no indication of whether this is likely to happen. It may also be dependent on the will of the council to continue to permit remote attendance, assuming that councils are given a choice.	PGC-5

Resist

Overview/Goal Statement for the strand.

Action	Start Date	End Date	Resources required	Desired Outcome	Additional Notes	Action Code

Re-imagine

Develop options for a live streaming solution beyond Covid19 that complies with the will of the council and the prevailing legislative requirements.

Action	Start Date	End Date	Resources required	Desired Outcome	Additional Notes	Action Code
Subject to the will of the council, consider options for an affordable permanent live streaming solution for Council and committee meetings.	01/07/20	Unknown	Partnership working with Civica ITO, budget for and access to required technology, sufficient staff to permanently support live streaming.	Increased public engagement in decision making.	As the council has previously rejected proposals for a hosted webcasting solution, a workaround solution could be explored, but feasibility and likely cost remain unclear.	PGC-6