

ID Number	Title	Start Date	Assigned To	Owner	Description	Due Date	Task Status	Progress Note
01	SGoRR O Action - 16/06/2022	16/06/2022	Resilience Div	[redacted]	Details of reporting requirements to be by SGoR detailing work to be commissioned, subsequent outputs and timings during the activation period.		Open	Meeting [redacted] (12pm 17/6) to discuss SitRep format and commissioning periods. Sitreps will be issued at 10:00 and 16:00. All contributors will be advised of timings and requirements.
2	SGoRR O Action - 16/06/2022	16/06/2022	Transport Scotland	[redacted] [redacted]	Comms to ensure consistent messaging across sectors and particularly highlighting opportunities for alternative modes of transport.		Action on going	Extensive comms planning has been underway for some time. Both TS partners and Traffic Scotland have been proactive in messaging. Direct communications to passengers, customers, stakeholders, businesses and visitors have already been issued via ScotRail, Visit Scotland and SG. The messaging has been consistent and has advised people to seek alternative forms of PT, where available, on strike days. We have also reached out to bus/tram/subway operators to help promote any additional services that are being operated during the strikes.
3	SGoRR O Action - 16/06/2022	16/06/2022	Resilience Div/All	[redacted]	Comms to consider providing information direct to the business sector through the Scottish Business Resilience Centre.		Closed	Following the SGORR meeting, Resilience Comms also provided Scotrail with details of the CSSC bulletin mechanism in case they wish to make use of it at any stage as part of their comms to business.
4	SGoRR O Action - 16/06/2022	16/06/2022	Resilience Div/All	[redacted]	Continue preparedness activity for a continuation of this event and cumulative impacts of other potential strike action across key sectors.		Action on going	All Sitreps will include commentary on cumulative impacts to inform future planning and preparedness.
5	SGoRR M Action - 21/06/2022	21/06/2022	Manufacturing & Industries	[redacted]	To obtain update on feedstock to the lochaber smelter, how long stockpiles will last in the event of chronic protracted dispute and how long to restock during normal service times		Action on going	
6	SGoRR(M) Action - 21/06/2022	21/06/2022	Communications	[redacted]	To obtain transcript of GMS interview with Graham Simpson		Action on going	

ID Number	Title	Start Date	Assigned To	Task Group	Description	Due Date	Task Status	Progress Note
1	Ferry Capacity	13.12.22	Transport Scotland/S	SGoR (M)	TS and SSEN to have discussions regarding freeing up further capacity on ferries to assist repair teams, providing details of what is required and what has already been supplied	13.12.22	Complete	
2	Dispensation for vulnerable persons	13.12.22	Shirley Rogers	SGoR (M)	Shirley Rogers to liaise with Care Inspectorate to provide assistance to Shetland Island Council regarding dispensation for vulnerable persons to be shelter within a Care Home setting	13.12.22	Complete	
3	Timeline and estimated restoration	13.12.22	[redacted]	SGoR (M)	Resilience Division to provide Cabinet Secretary for Justice and Veterans with a timeline of information provided regarding power outages and estimated times for restoration	13.12.22	Complete	
4	Distribution list	14.12.22	SGoRR	SGoR (o)	Chief Nursing Officer to be invited to SGoR (M) on 15.12.22	15.12.22	Complete	
5	North Scotland Severe Weather	14.12.22	ALL	SGoR (O)	SGoR (M) to widen discussions to incorporate wider North Scotland Severe Weather issues	15.12.22	Complete	
6	Reimbursement of reasonable food costs	14.12.22	SSEN	SGoR (O)	SSEN to share details on the offer from SSEN to reimburse reasonable food costs for hot meals if customers can travel safely to areas with power	15.12.22		
7	Care Centre List	14.12.22	[redacted]	SGoR (O)	Comms to provide update on list of care centres and press release sent out to communities and for this to be included in the Ministerial brief	15.12.22	Complete	

## Action Points

### SGoR M – 30/01/22

- Critical National Infrastructure to reinforce to O2 the need for proper contact arrangements
- Transport Scotland Comms to issue asap tonight setting out expectation that Monday services will run although there may be some disruption.
- More information to be provided offline on numbers evacuated in Trinity Tower incident and likely expectation of timescale for return.
- SG Comms to issue tonight asap covering:
  - Reminder to heed weather warning – yellow does not mean no danger.
  - Update on ongoing restoration work following Storm Malik
  - Reminder that it may be Tuesday before some people have their power reconnected,
  - Restoration work may be hampered by Storm Corrie
- Briefing on Scotrail position and power outages to be with DFM well before 8am. Updates to be provided to SGORR Information by 07:30 at the latest.

### SGoRR M – 01/02/22

- **MET Office/SEPA** - To provide more information regarding on seasonal flooding and potential comparisons to current events in areas affected.
- **SSEN** - To review communications to emphasise the scale and complexity of issues to illustrate the reasoning for number and length of outages.
- **SGoR** - To highlight enquiries to SSE and Aberdeenshire council regarding those contacting constituency offices with concerns regarding assistance and information being provided.
- **SSEN** – To provide more granular information regarding geographical spread of affected area where expectation of overnight outages will continue.

### SGoR M – 18/07/22

- **Health EPRR** to be proactive in messaging to Health Boards and receiving information related to issues resulting from the extreme heat, particularly ambulance turn-around times, and steps taken to mitigate, with a focus on amplifying welfare issues, such as ensuring staff & patients are provided access to water and shade etc. where necessary;
- **Water Industry** to provide water scarcity report to Ministers on a regular basis;
- **Water Industry** to encourage Local Authorities to make contact with those providing, or supplied, by private water supplies to ensure awareness of support scheme available;

- **East of Scotland RRP** to ensure that appropriate plans, and measures, are in place for providing welfare arrangements in those areas likely to see increased footfall due to the heat;
- **North of Scotland RRP** to consider whether additional plans and/or mitigations are needed for busy areas (ie North Coast 500) in light of the weather;
- **Comms** – to ensure appropriate messaging is provide regarding travelling during the heat, and to ensure that all stakeholders and partners are sharing similar messaging.

#### SGoR M – 11/08/22

- **SGoRR** to circulate to attendees the additional slides shared during the discussion.
- The **First Minister's Policy & Delivery Unit** to commission further work from portfolios and directorates on options for SG responses to the cost crisis, and its asks of the UK Government.
- **The Chief Financial Officer with Scottish Exchequer** to support the Deputy First Minister in relation to reviewing existing 2022-23 Budget allocations in light of the cost crisis.
- **Scottish Exchequer** to provide further information on the potential role for Financial Transactions within the response.
- **Performance & Delivery Directorate, with Special Advisers** to revise the draft text of the Programme for Government to reflect the cost crisis and the need for governments to respond.
- **Dominic Munro, with Comms & Special Advisers**, to finalise and put to the First Minister a draft post-SGoRR comment, to issue today as a news release.
- **Cabinet Secretariat** to note the First Minister's intention to update Cabinet on Tuesday 16 August on SGoR(M)'s consideration of the cost crisis.
- **SGoRR** to convene weekly SGoR(M) meetings on the cost crisis.
- **Strategy Directorate** to propose the agenda and prepare materials for the next SGoR(M) meeting on the cost crisis.
- **Energy** colleagues to work with stakeholders to convene an energy company summit, with the intention this be held by 26 August. (Post SGoR(M) action requested by FM's Office)

#### SGoR M – 31/08/22

- Confirm the proposed funding arrangements in relation to Discretionary Housing Payments and the Fuel Insecurity Fund (for inclusion in PfG) – **Sean Neill / Catriona MacKean**
- Confirm whether the rail fares review will be completed by the end of March 2023 – **TS**
- Confirm the likely timing of the proposed Rent Freeze and evictions moratorium legislation – **Sean Neill / Catriona MacKean**

- News release on the rent freeze and moratorium to be released at the appropriate time ahead of the moratorium, highlighting that the three-month notice period means that rent freeze and eviction moratorium are effectively then in place. – **Comms**
- Energy summit. Stock-take to be taken on progress of action points from energy summit held on 23<sup>rd</sup> August – **Kersti Berge**
- Leads on Cost Crisis work areas to provide short updates on progress (one paragraph only) to Strategic Co-ordination Unit **by 12 noon on Tuesday 6 September**, to support preparation of materials for next SGoR(M) meeting – **various (SCU to communicate)**

#### SGoR M – 24/08/22

- Cost crisis response options should continue to be developed for potential inclusion in the Cabinet Paper for the 30 August.  
**(Action: Sean Neill (housing measures; NDR); Julie Humphreys/Ian Davidson (bridging payments); Julie Humphreys/Sean Neill/Sue Kearns (advice services); Sue Kearns (Fuel Insecurity Fund); Richard Rollison (business cost mitigations)).**
- All ministerial submissions on policy responses to the cost crisis should be copied to FM and DFM  
**(Action: All)**
- Calls on the UK Government to respond to the cost crisis effectively using their reserved powers should continue with high frequency, ideally with external voices amplifying these calls  
**(Action: Pauline Aylesbury)**
- Finalisation of the PFG should continue until close to the publication date, to allow sufficient time to consider cost crisis options in light of ongoing developments.  
**(Action: Pauline Aylesbury /PFG team to note).**
- Develop a clear narrative explaining why energy prices in Scotland are currently so high given the cost at which energy, particularly renewables, is produced in Scotland, and how the energy market could be reformed in the future to enable Scotland to benefit more from cheaper sources of domestic energy. The key points from that should be summarised in concise briefing for FM for use over the coming weeks.  
**(Action: Kersti Berge)**

#### SGoR O – 19/11/2022

- SEPA to share flood forecast graphic of Brechin with SGoRR for inclusion in 2pm SGoRR SitRep – Completed
- Email SGoRR & SEPA confirming no objection to SEPA downgrading severe weather warnings – Completed
- Contact SSEN to establish timings for reconnection of 790 customers to check on their care for people arrangements - Completed
- Jim Baird to speak to Cabinet Secretary for Justice and Veterans to confirm if SGoRR(M) required Saturday 19 November

#### SGoR M – 13/12/22

- TS and SSEN to have discussions regarding freeing up further capacity on ferries to assist repair teams, providing details of what is required and what has already been supplied.
- Shirley Rogers to liaise with Care Inspectorate to provide assistance to Shetland Island Council regarding dispensation for vulnerable persons to be shelter within a Care Home setting.
- Resilience Division to provide Cabinet Secretary for Justice and Veterans with a timeline of information provided regarding power outages and estimated times for restoration.

#### SGoR O – 14/12/22

- Chief Nursing Officer to be invited to SGoR (M) on 15.12.22.
- SGoR (M) to widen discussions to incorporate wider North Scotland Severe Weather issues.
- SSEN to share details on the offer from SSEN to reimburse reasonable food costs for hot meals if customers can travel safely to areas with power.
- Comms to provide update on list of care centres and press release sent out to communities and for this to be included in the Ministerial brief.

## **6th Jan SGoRR(M) Winter Preparedness**

- Develop a Covid dashboard for SGoR(M) giving latest data to provide status update on where we think we are now in the pandemic e.g. increasing numbers, approaching Omicron peak, starting to stabilise; and what the future scenarios look like e.g. moving through the pandemic and showing the key indicators that we will track to understand the changing situation.
- Stress test the local plans from Local Government & resilience forums to prioritise support to social care, confirm they have the actual FTE supply in place to meet local social care demand; and provide that delivery confidence - and if they cannot provide that assurance, agree what the next step priority choices are which they will make to get the capacity in place urgently to support hospitals to discharge immediately and release bed capacity; reduce hospital admissions and support community care. Urgent analysis is underway to provide Ministers and others with the necessary information and assurance.
- Scottish Government to urgently engage with Job Centre Plus and agree action plan to prioritise social care recruitment to fill vacancies asap; and to provide update with data to OR Winter Preparedness on the gap, plan and progress being made to fill the jobs asap.
- Transport Scotland to provide update on CalMac issues, particularly disruption to Arran and Islay ferries and to consider resilience by vessel redeployments.
- Health and Social care colleagues to consider and provide update on whether private sector could assist in the mitigation of workforce issues with regard to social care.
- Organisational Readiness (OR) Winter Preparedness Team to encourage partners to reiterate working from home and LTF messages within daily brief. (OR Winter Preparedness)
- Gregor Smith to relay data presented at national IMT following meeting on 6/1/21.

## **12th Jan SGoRR(M) Winter Preparedness**

- Data to be provided on length of delays in people being discharged from hospital.
- Further detail to be provided to the First Minister on LFD reporting.
- Consideration to be given to impact on primary care and what mitigations can be put in place.

**18th Jan SGoRR(O) Winter Preparedness**

- Report to be provided on the quantum of mutual aid support requested by Local Authorities of the Local Resilience Partnership and what support was delivered or is in progress. Where sufficient support has not been able to be provided, further detail should be given on why the support was not offered and what are the next steps in the resolution.

**25th Jan SGoRR(O) Winter Preparedness**

- CoSLA to investigate report of disruption in LA waste services and feedback to SGoR(O) to consider whether there is scope where appropriate for SG support.

**26th Jan SGoRR(M) Winter Preparedness**

- OR to keep FM informed on the four council areas if reported issues with staff absence in waste persist.
- Health to provide more information on attendances and admissions to hospital to demonstrate the reasons for the recent increased winter admissions.
- Facilitate a Deep Dive over the next two weeks on the fundamental impacts on Health and Social Care to consider the long term solutions, beyond the short term impact of Covid.
- Comms to ensure removal of out of date marketing (billboards).

**1st Feb SGoRR(O) Winter Preparedness**

- [Redacted] to follow up with Local Resilience Partnership (LRP) on LRP not being able to provide the support
- OR to share information once it is shared by Donna Bell.

**27th Feb SGoRR(O) Concurrent Risk – Ukraine**

- Transport Scotland to contact Department for Transport (DfT) Maritime regarding ships in UK waters. Hugh Gillies to liaise with Marine Scotland to coordinate.
- Transport Scotland to investigate private flights to Russia and Prestwick position, following reports of a flight leaving Inverness this morning.
- Directorate for International Trade and Investment (DITI) to follow up on impact of SWIFT actions
- Scottish Government Legal Directorate (SGLD) to consider Scottish Government ability to implement domestic measures in response to sanctions.
- SGLD to consider what protection under Geneva convention for people leaving Britain to fight for.



- Police Scotland to share advice received from Counter-Terrorism Policing
- All to consider any Russian dimensions that may be made in respect of Ministerial engagements.

### **27th Feb SGoRR(M) Concurrent Risk – Ukraine**

- Establish a Ukrainian Humanitarian taskforce co-chaired by SG Minister and CoSLA to prepare for refugees from Ukraine similar to the arrangements to prepare for receipt of Syrian Refugees
- Designate and make available Prestwick Airport for Humanitarian relief freight exports.
- Health team to explore support in terms of treatment for those injured in Ukraine, particular focus on burns and prosthetics.
- Explore all regulatory and licensing options in respect of preventing Russian owned vessels docking at Scottish ports whilst emergency sanctions legislation is enacted.
- Develop a broad analysis of UK sanctions so far in comparison to EU
- Transport Scotland to clarify definition of 'connection to Russia' for aviation
- As a matter of urgency encourage Scotch Whisky trade to cease trading with Russia.
- Provide a list of items being transported on flight from Gloucestershire
- £4m funding to be earmarked for humanitarian and health assistance. This is planned to be rolled up into one announcement. Permanent Secretary to confirm level of funding for humanitarian/financial aid.

### **1st Mar SGoRR(M) Concurrent Risk – Ukraine**

- Written communication to all business sectors setting out Scottish Government expectations with regards to disinvestment in Russia.
- The SG needed to show strong leadership to Scottish businesses, for all sectors, and in particular, finance and cultural sectors, to review their relationships with the Russian state and with other Russian organisations and businesses and to take appropriate action to protect their reputations.
- External Affairs directorate to produce written templates for Ministers to respond to MSPs on how communities can help with aid to Ukraine.
- Performance, Delivery and Resilience Directorate will coordinate the planning for Permanent Secretary to consider wider civil contingencies issues as was requested at Cabinet.

### **2nd Nov SGoRR(M) Winter Preparedness**

- In advance of the next meeting, to ensure that a list of protected sites in Scotland is current.
- Provide an answer as to whether community-based health services are on protected list for winter blackouts.
- How will sites that do not meet criteria for protected list, but who still need protection, be managed? Need comprehensive list for next meeting.
- Options to be explored for families to receive funding to care for relatives.

- Industrial action information, particularly mitigations and business continuity plans, to be shared with group ahead of next meeting

#### **8th Dec      SGoRR(M)   Winter Preparedness**

- By the end of January, reach point where contingencies for Scottish Fire and Rescue Service Industrial Action are in place. Inspection report to be published, and spoken to either through SGoR or to CabSec and Minister for Community Safety.
- Transport Scotland Communications to emphasise that SG are unable to resolve rail strikes. Prepare for orchestrated work on UKG to engage with RMT.
- Further exercise and thought along lines of BEIS exercise; work with partners to improve preparedness for national power outage.
- Transport Scotland Comms to provide information on what SG can do to amplify messaging urging drivers to check road closures and conditions before travelling.
- A submission to be provided to CabSec Justice and Veterans outlining representation of how emerging situations are escalated within Comms & Marketing, how is the overall tone decided, with respect to providing information and reassuring wider population.

## **SGoRR(M) – NHS Pressures – Friday 6<sup>th</sup> January 2023**

### **Actions**

1. FM would like the Chief Medical Officer (CMO) and National Clinical Director (NCD) to consider the need for more formal messaging (to begin as of next week) on basic hygiene measures such as masks in public settings and isolating at home if unwell.
2. FM would like assurance that focus is on additional steps being taken to alleviate hospital occupancy levels, delayed discharges and blockages, working with local authorities to do so. Assurance that Health Boards are planning accordingly for the fastest possible discharge generally, before reaching stage of 'delayed'. FM would like assurance that everything that can be done is being done to speed up discharge upstream from the point of delayed discharge, where cases become by definition more complex.
3. Government is open to Health Boards looking at the hierarchy of care priorities over coming weeks.
4. DFM would like a focus on increased messaging to direct public to NHS24 at the earliest stage.
5. Cab Sec Health & Social Care would like assurance that everything is being done to maximise NHS24 workforce capacity over the coming weeks.
6. Cab Sec Health & Social Care would like assurance that every Health Board is exploring the (increased) opening of primary care settings on weekends and in evenings, as per the Lanarkshire initiative.
7. FM reiterated that all 'good practice' initiatives being deployed in any Health Boards are being replicated in every Health Board in the country, to ensure a national standard service.
8. Cab Sec Social Justice, Housing and Local Government reiterated that Saturday opening of GPs and other primary care settings would alleviate admission and discharge pressures over weekends and would like assurance that all third sector bodies are being utilised to support discharge throughout the system.
9. FM and Cab Sec for Health & Social Care have requested a very close eye being kept on oxygen supply levels and Cab Sec would like further detail on forecast oxygen use and gaps in the levels required to be highlighted to him. Cab Sec Health & Social Care would like assurance that issue of O2 cylinders and empty cylinder prompt recovery is following best practice across the country for most efficient management of these supplies.
10. FM would like assurance that all social care capacity is being used to the maximum, consistently and to the most efficient levels and that work to get additional beds should start immediately without delay (not wait until parliamentary statement).
11. FM would like assurance that support from SG is being given to the standardisation of care at home across the country. Anecdotally she is hearing about different working practices/hours.
12. Cab Sec Health and Social Care would like assurance that the guardianship process is being expedited where possible. Where no family member is stepping forward then Local Authorities are stepping in as early as possible to progress a LA guardianship order.

13. DG Health and Social Care would like all systems to be focusing on planning of flows in and out of hospital and warns that a premium may have to be paid for care beds to free up hospital capacity.
14. Comms to issue a News release after SGoRR meeting on actions that SG is taking. The subsequent public messaging on preventative messaging should be separate and distinct.
15. FM would like a covid-style briefing to be held on Monday featuring the FM or Cab Sec Health & Social Care and the CMO or NCD to provide public messaging / press questioning.
16. FM wants the next SGOR(M) next Friday 13<sup>th</sup>.

