

COVID-19 EMERGENCY PLANNING HIGHLIGHT REPORT

SERVICE AREAS:	HR Joint Report (PCC & CCC)
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REPORTING PERIOD:	w/e 17 July 2020

NEW GUIDANCE AND IMPACT

FAQ updates:

As guidance is amended from Governments the FAQ's are continually reviewed to make the changes. Particularly focus remains around local lockdown procedures; returning to an office space and ongoing self isolation rules.

NEW CHALLENGES AND ACTIVITY

Recovery considerations : Discussion are taking place around the future requirements of workforce working and how best the Council can harness the positivity which has come from the staff survey.

RECOVERY ACTIVITY

Recovery Board : Discussion are taking place around the future requirements of workforce working and how best the Council can harness the positivity which has come from the staff survey. These conversations continue with some key targeted work being considered which will utilise the action plan arising from the staff survey.

Return to work: Plans progress to effectively identify those services/individuals who have a need to return to an office space (phase 1) and as part of this, considerations are also being given to the operational mechanics of ensuring this is done safely (phase 2) – this includes risk assessments as appropriate.

Training: Mandatory E-learning training via video has been developed and launched for all those returning to undertake as their return takes place.

Staff Survey Action Plan – work continues with “action owners” to work through the actions identified as part of the staff survey. Particular focus currently is working closely with our comms colleagues to ensure clear communication is present for all staff. The action plan is regularly reviewed and updated.

DECISIONS MADE SINCE LAST REPORTING PERIOD

Risk Assessment Template – approved and issued for use.

NEW FINANCIAL IMPLICATIONS SINCE LAST REPORTING PERIOD

- None identified

WORKFORCE CHANGES

Return to office - Work continues on considering / approving which key staff are required to return to the office and then undertaking appropriate risk assessments.

Consideration as noted above regarding ongoing discussions about what the future requirements are of the workforce arrangements.

COMMUNICATIONS

Staff Survey results – targeted communication re themes.

Health & Wellbeing themes continue

FAQ's updated and re-issued